



AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

1 MAY 2025

NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 1 May 2025 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00PM.

Regards,



J HALL
Acting Chief Executive Officer

24/04/2025

Our Mission

"To deliver affordable and quality Local Government services."

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions in section 5.25 of the *Local Government Act 1995* establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Broome expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

Should you require this document in an alternative format please contact us.

Councillor Attendance Register										
Councillor		Cr C Mitchell	Cr D Male	Cr S Cooper	Cr J Lewis	Cr J Mamid	Cr P Matsumoto	Cr E Smith	Cr P Taylor	Cr M Virgo
2024	28 March	E								
2024	24 April	E								
2024	30 May					A		LOA		
2024	27 June		LOA							
2024	25 July			LOA						
2024	29 August									
2024	19 September									
2024	31 October					LOA				
2024	21 November (Meeting Cancelled)									
2024	12 December				LOA				A	
2025	27 February							LOA	LOA	
2025	27 March					E				

- **LOA (Leave of Absence)**
- **A (Apologies)**
- **E (Attended Electronically)**
- **NA (Non-Attendance)**
- **R (Resignation)**

2.25. Disqualification for failure to attend meetings

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
 - (a) a meeting that has concluded; or
 - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2-month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2-month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.

SHIRE OF BROOME
ORDINARY MEETING OF COUNCIL
THURSDAY 1 MAY 2025
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1. OFFICIAL OPENING

2. ATTENDANCE AND APOLOGIES

3. ANNOUNCEMENTS BY PRESIDENT

4. DECLARATIONS OF INTEREST

5. PUBLIC QUESTION TIME

6. APPLICATION FOR LEAVE OF ABSENCE
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7. CONFIRMATION OF MINUTES

8. PRESENTATIONS / PETITIONS / DEPUTATIONS

9. REPORTS FROM OFFICERS

9.1 PEOPLE

9.1.1 REQUEST TO ENDORSE DRAFT PLACE MANAGEMENT PLAN FOR PUBLIC COMMENT

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	PLA94; CDE01
AUTHOR:	Place Activation & Engagement Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Manager of Community Engagement and Projects
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The draft Place Management Plan (2025–2029) has been developed in collaboration with key stakeholders to provide a comprehensive, place-based strategy for managing and activating the Town Beach, Cable Beach, and Chinatown precincts.

This report outlines the community engagement and consultation processes that informed the development of the proposed actions and seeks Council's endorsement to release the draft plan for a four-week public comment period.

BACKGROUND

Previous Considerations

EDAC 14 September 2017	Item 6.1
OMC 28 March 2019	Item 9.2.1
OMC 25 March 2021	Item 9.1.1

The Shire of Broome has previously developed Place Management Plans for the Chinatown and Town Beach precincts to guide their activation and ongoing management.

The Chinatown Place Management Plan was adopted by Council at the Ordinary Meeting of Council (OMC) on 28 March 2019. This plan provides a strategic framework for place activation, outlining key initiatives to encourage community use, support local business, and enhance the overall visitor experience in Chinatown.

The Town Beach Place Management Plan was adopted at the OMC on 25 March 2021. It takes a holistic, place-based approach to the governance and activation of the Town Beach precinct, aiming to balance community needs, recreational use, and cultural and environmental values.

At present, Cable Beach does not have a dedicated Place Management Plan. However, recent and ongoing infrastructure upgrades in this area have created a timely opportunity to establish a coordinated approach to its management and activation in alignment with the work already undertaken in Chinatown and Town Beach.

COMMENT

Local governments are often seen as leaders in place management because of their role in maintaining and improving public spaces, organising community events, and supporting local businesses. The Shire of Broome has made substantial investments in key public precincts, including Town Beach, Chinatown, and, most recently, Cable Beach. The Shire's vision is to see these areas actively used and enjoyed by the local community, becoming vibrant, welcoming, and inclusive spaces for all.

Throughout the development and design of these precincts, the Shire has worked closely with key users and local community groups to ensure the final designs reflect community needs and encourage ongoing use. Community consultation has been central to shaping these public spaces and will continue to guide their activation.

To support this vision, a draft Place Management Plan (the Plan) has been developed (**Attachment 1**). The Plan outlines a coordinated approach to managing and activating Town Beach, Cable Beach, and Chinatown, building on previous planning efforts and community feedback. Importantly, all actions included in the draft Plan have been assessed to ensure they are practical, achievable, and can be delivered using existing Shire resources.

As part of this process, Shire officers have reviewed all actions from the existing Chinatown and Town Beach Place Management Plans and ensured that, where relevant, key initiatives have been carried forward into the new draft Plan.

The draft Plan draws upon several previous strategic documents, including:

- Identifying Opportunities for Events in Broome (2017)
- Chinatown Place Management Plan (2019)
- Town Beach Place Management Plan (2021–2025)

Key achievements from these earlier plans include:

- Supporting local activation efforts through the Community Sponsorship Program
- Developing engaging content for the Explore Broome app
- Partnering with the Chamber of Commerce to deliver events such as Chinatown's Ladies Night
- Working with WA Police and Kullarri Patrol to address anti-social behaviour
- Supporting the Broome Stallholders Association to activate the new Town Beach market space
- Coordinating a major events calendar with local event organisers
- Delivering place activation activities such as street performances, outdoor yoga, and family-friendly programs
- Hosting events like Youth Week, Reconciliation Week, and Community Christmas celebrations in key precincts
- The new draft Plan builds on these foundations and aims to strengthen community connection and identity across all three precincts through place-based initiatives and meaningful collaboration.

This report seeks Council's endorsement to release the draft Place Management Plan for a four-week public comment period. Following the community consultation phase, a final version of the Plan will be presented to Council for adoption at the July 2025 Ordinary Meeting of Council (OMC).

CONSULTATION

A Community Engagement Plan was prepared prior to the development of the draft Place Management Plan to facilitate meaningful collaboration with key stakeholders, including residents, community groups, local businesses, and relevant organisations. This engagement aimed to build a deeper understanding of the community's needs, aspirations, and opportunities for place activation across the Shire (**Attachment 2**).

Informed by this consultation, the draft Plan outlines a comprehensive, place-based strategy for the ongoing management and activation of the Town Beach, Cable Beach, and Chinatown precincts.

The following engagement methods and community feedback has shaped the actions in the draft Plan.

Shire of Broome Community Scorecard (2024)

The 2024 Community Scorecard survey captured valuable insights into local views on events and community priorities. Shire officers have reviewed the feedback in detail and incorporated relevant actions into the draft Plan in response to the community's input.

Post-Event Surveys

Over the past twelve months, the Shire has collected feedback following the delivery of Shire community events. This input has played a key role in shaping the actions and initiatives included in the draft Plan, ensuring they reflect community needs and preferences.

Stakeholder consultation

Key stakeholders provided input via online surveys and face-to-face meetings, highlighting opportunities for place activation in the Shire's key precincts.

The following organisations were engaged in the consultation:

- Shinju Matsuri
- Broome Lotteries House
- Broome CIRCLE
- Broome Pride
- Nirrumbuk Aboriginal Corporation
- Broome Chamber of Commerce and Industry
- SKUTTA Kimberley Aboriginal Fashion Textiles Art
- Broome Stallholders Association
- Town Beach Parkrun
- Funergy

Internal consultation

The following Shire departments have been consulted on the draft Plan to gather input on better supporting stakeholders' needs and improving processes:

- Place Activation Team – Responsible for delivering events in Broome.
- Health Department – Oversees event permits.
- Customer Service – Manages booking inquiries and operates the online event booking system, Space2Co.
- Infrastructure – Responsible for assets, as well as power and water access.
- Parks and Gardens – Maintains reserves and manages reticulation mark-outs.

Shire officers are seeking Council's endorsement to release the draft Plan (**Attachment 1**) for a four-week public comment period (5 May - 1 June 2025). This will enable officers to promote the draft Plan widely and invite feedback from the broader community to help shape the final version.

During the public comment period, the draft Plan will be made available on the Shire's website and shared through the Shire's social media platforms to ensure broad reach. In addition, Shire officers will host community engagement stalls at various locations to raise awareness of the draft Plan, answer questions, and encourage residents and stakeholders to provide feedback.

The Shire will also undertake targeted consultation by reaching out directly to key stakeholders. This will include scheduling one-on-one meetings during the public comment period to ensure those with a specific interest or expertise are given the opportunity to provide detailed input on the draft Plan.

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

RISK

Nil.

STRATEGIC ASPIRATIONS

People - We will continue to enjoy Broome-time, our special way of life. It's bursting with energy, inclusive, safe and healthy, for everyone

Outcome 3 - A healthy, active community

Objective 3.2 Improve access to sport, leisure and recreation facilities, services and programs.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

- 1. Endorses the release of the Draft Place Management Plan (2025–2029) for public comment for a four (4) week period; and*

2. *Requests the Chief Executive Officer present the final Place Management Plan (2025–2029) for Council consideration of adoption at the July Ordinary Meeting of Council.*

Attachments

1. Attachment 1 - Draft Place Management Plan 2025 - 2029
2. Attachment 2 - Community Engagement Plan

Place Management Plan

Shire of Broome | 2025 – 2029



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Our vision

The Shire of Broome's vision
a future for everyone

encompasses the creation of vibrant, accessible spaces for people of all ages, backgrounds, and abilities.

Through its Place Management approach, the Shire aims to activate public spaces with events and initiatives that promote inclusivity, creativity, and community well-being.



Place Management Plan (2025 – 2029)

Improving a place's functionality often centres on design and infrastructure, following the belief that 'if you build it, they will come.' However, equally important are strategies that activate public spaces through events and engagement.

Local governments are frequently regarded as leaders in place management, given their responsibility for maintaining and upgrading public spaces, organising community events, and supporting local businesses.

Successful place management relies on the active collaboration of diverse stakeholders in both the design and implementation of initiatives.

The Place Management Plan, developed in consultation with key stakeholders, provides a comprehensive, place-based strategy for managing and activating the Town Beach, Cable Beach, and Chinatown precincts, while also supporting the activation of other areas.

This plan has been influenced by the actions outlined in the Chinatown Place Management Plan (2019) and the Town Beach Plan (2021), which have strategically guided the Shire's place activation efforts over the past few years.



Shire of Broome Place Management Plan 2025 - 2029

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Community engagement



- Shire of Broome Community Scorecard (2024): This community survey provided valuable insights into community perspectives on community events and priorities. Shire officers have carefully reviewed the feedback and formulated relevant actions in response.
- Post-Event Surveys: The Shire actively gathers community feedback after the delivery of Shire events. Input collected over twelve months has directly influenced the development of actions within the Plan.

Stakeholder Consultation



Key stakeholders provided input via online surveys and face-to-face meetings, highlighting opportunities for place activation in the Shire's key precincts. This feedback informed the development of actions to support and enhance community events and activations.

The following organisations were engaged in the consultation:

- | | |
|------------------------------------|--|
| • Shinju Matsuri | • Broome Chamber of Commerce and Industry |
| • Broome Lotteries House | • SKUTTA Kimberley Aboriginal Fashion Textiles Art |
| • Broome CIRCLE | • Broome Stallholders Association |
| • Broome Pride | • Funergy |
| • Nirrumbuk Aboriginal Corporation | • Broome Park Run |



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Shire of Broome Precincts



The following Shire precincts have been the focus of the Place Management Plan.

Chinatown

Chinatown has been the cultural heart of Broome since the 1880s when pearling crews first established camps and tin sheds in the area.

In 2019, the Broome Chinatown Revitalisation Project fulfilled the long-standing aspirations of the community to preserve the town's rich history, celebrate its unique multiculturalism, and revitalise opportunities for economic growth and development.

The redevelopment focused on enhancing local business conditions, attracting visitors, and transforming the area into a memorable destination with improved public amenities.



Town Beach

Town Beach is a significant location for the Broome community and visitors, playing an important role in recreation, culture, and heritage.

For the Yawuru people and other Indigenous groups, this has always been a place of residence and gathering. The areas known as Guwarri and Jilirrgun hold deep cultural significance.

Each year, thousands of visitors come to Town Beach to witness the Staircase to the Moon, a natural phenomenon that occurs when a full moon rises over the exposed tidal flats of Roebuck Bay. The Staircase to the Moon happens 2 - 3 days a month between March and October. Night markets are held during these evenings as well throughout the year bringing vibrant energy to the area.

The precinct also boasts a rich historical significance, with the wrecks of six floatplanes from World War II still visible in the sands of Roebuck Bay during extremely low tides. These sites are protected under the Heritage Act. Additionally, the Broome Historical Society & Museum is located within the precinct.

The redevelopment of Town Beach in 2020 enhanced its appeal for both locals and tourists, with expansions to the children's water park, play areas, BBQ facilities, exercise equipment, improved lighting, shade structures, and the construction of a new jetty.

Shire of Broome Place Management Plan 2025 - 2029

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Cable Beach

Cable Beach is famous for its stunning sunsets and one-of-a-kind recreational experiences. This popular destination boasts breathtaking views, exciting outdoor activities, and a vibrant dining scene.

In 2025, the Shire of Broome completed Stage 1 of the Walmanyjun Cable Beach Foreshore Redevelopment, aimed at preserving and enhancing this iconic location.

Stage 2 of the redevelopment is scheduled to commence construction in mid-2025.

The project, once completed, will feature an inclusive community space with water play areas, youth basketball and skate facilities, green spaces, an expanded amphitheatre for events, opportunities for local small businesses, interpretative signage on walking trails, and improved functionality with enhanced beach views.



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Actions



The Place Management Plan outlines deliverables that are aligned with three core objectives, focused on activating Chinatown, Town Beach, and Cable Beach over the plan's duration 2025 - 2029.

Objective: Deliver events, activations, and initiatives that promote inclusivity, drive engagement, and support local businesses.

Deliverables	Precinct	Timeframes			
		25/26	26/27	27/28	28/29
Deliver events that actively engage children and young people.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Promote 'Cable Beach Activation' during Stage 2 Redevelopment.	<ul style="list-style-type: none"> Cable Beach 	●	●		
Deliver an annual program of community events to activate the Shire's precincts.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Collaborate with the Chamber of Commerce to deliver events in Chinatown that directly support local traders, including exploring opportunities for fashion shows and art exhibitions.	<ul style="list-style-type: none"> Chinatown 	●	●	●	●
Deliver place activation initiatives, including yoga sessions, sound healing, fitness activities, and art classes, to boost community engagement and create vibrant, shared spaces.	<ul style="list-style-type: none"> Town Beach Cable Beach 	●	●	●	●

Objective: Encourage the community to engage with and activate local precincts.

Deliverables	Precinct	Timeframes			
		25/26	26/27	27/28	28/29
Encourage the activation of the Shire's precincts for large-scale events by providing support to event organisers in utilising these spaces for their delivery.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Promote Chinatown as a hub for street entertainment, featuring busking, and performances, including access to power.	<ul style="list-style-type: none"> Chinatown 	●	●	●	●
Explore the interest from external stakeholders in hosting a monthly farmer's market or second-hand clothing sale.	<ul style="list-style-type: none"> Town Beach 	●	●		
Partner with the Chamber of Commerce and other stakeholders to promote extended trading activations in Chinatown.	<ul style="list-style-type: none"> Chinatown 	●	●	●	●
Facilitate linkages to Chinatown and Cable Beach, such as promotion of footpath networks, trails and public transport.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●

Shire of Broome Place Management Plan 2025 - 2029

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Deliverables	Precinct	Timeframes			
		25/26	26/27	27/28	28/29
Improve access and inclusion at events e.g. information, quiet spaces, transport and Auslan interpreters.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Investigate and implement improvements to the Explore Broome App to strengthen marketing efforts for precinct features.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Partner with local event organisers and community organisations to promote and maintain a shared events calendar, ensuring everyone stays informed about upcoming events.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Investigate the viability of a separate market license for Cable Beach.	<ul style="list-style-type: none"> Cable Beach 			●	●
Facilitate an investigation into opportunities to stimulate business growth in the precinct.	<ul style="list-style-type: none"> Town Beach 	●	●	●	●
Facilitate the development of the precinct as a trading node.	<ul style="list-style-type: none"> Town Beach Cable Beach 	●	●	●	●



Objective: Implement initiatives to ensure precincts are safe and well-maintained.

Deliverables	Precinct	Timeframes			
		25/26	26/27	27/28	28/29
Partner with WA Police to address anti-social behaviour – e.g. increased patrols, coordination with support organisations.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Establish procedures and provide clear instructions to traders and external event organisers for accessing power outlets.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●
Conduct an annual audit of power, lighting, and test keys in event spaces.	<ul style="list-style-type: none"> Chinatown Town Beach Cable Beach 	●	●	●	●

Administration

Administrative actions have been developed to streamline and enhance the Shire's service delivery, with the goal of better supporting event organisers and maximizing community participation and engagement

Deliverables	Timeframes			
	25/26	26/27	27/28	28/29
Fund place activation initiatives through the Community Sponsorship Program.	●	●	●	●
Create templates to assist and guide applicants more effectively through the event permit process.	●			
Establish a process to ensure pre-event meetings between event organisers and the Shire Health Department for all large or high-risk events.	●	●	●	●
Investigate local stakeholder interest in establishing an annual event permit workshop. If there is sufficient interest, develop and implement the workshop accordingly.	●	●	●	●
Assist traders to ensure compliance with regulations.	●	●	●	●
Revise internal event and booking procedures and provide training for new staff to ensure smooth operations.	●	●	●	●
Ensure the Shire website and SpacetoCo system are regularly updated with reserve booking information.	●	●	●	●





In person: Shire Administration Centre
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**Shire of
Broome**
A future, for everyone
www.broome.wa.gov.au



COMMUNITY ENGAGEMENT PLAN

Project name:	Place Management Plan (2025 – 2029)
Project manager	Place Activation and Engagement Coordinator

Project Overview (Purpose & Objectives)

This Community Engagement Plan aims to actively collaborate with key stakeholders, including residents, community groups, local businesses, and relevant organisations, to gain a deeper understanding of the needs, aspirations, and opportunities across the Shire. This engagement process will play a vital role in the development of the Place Management Plan, shaping the activation of key precincts, specifically:

- Chinatown
- Guwarri Town Beach
- Walmanyjun Cable Beach

Target Stakeholders

Primary

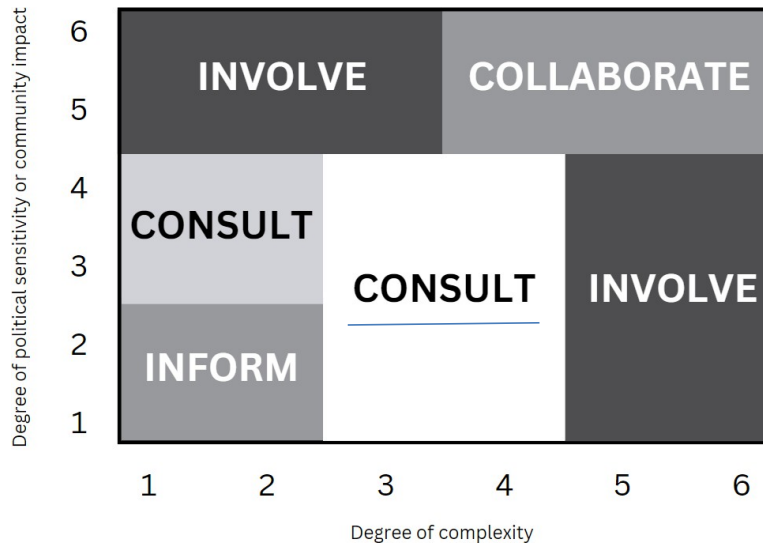
- Shire of Broome Council
- Shire of Broome staff
- Nyamba Buru Yawuru
- Shinju Matsuri
- Broome Lotteries House
- Broome CIRCLE
- Broome Pride
- Nirrumbuk Aboriginal Corporation
- Broome Chamber of Commerce and Industry
- SKUTTA Kimberley Aboriginal Fashion Textiles Art
- Broome Stallholders Association
- Town Beach Parkrun
- Funergy
- Broome Surf Club
- Other key groups that deliver events or activities at the key precincts
- Wider Broome Community (those who attend/participate in events and activations)

Secondary

- Business operators of key precincts (i.e. Broome Visitors Centre, Cable Beach House, Broome Beach Hut, Chinatown traders)
- Centre Management (Paspaley Plaza)
- Accommodation providers at key precincts (i.e. Cable Beach Club, Discovery Parks, Oaks Hotel)



Tertiary
<ul style="list-style-type: none">• Tourism WA• Kimberley Development Commission• Department of Local Government, Sport and Cultural Industries• Funding providers (INPEX, Rio Tinto)



DEGREE OF COMPLEXITY		
SCORE 1 – 2	SCORE 3 – 4	SCORE 5 – 6
There is one clear issue and or problem that needs to be addressed.	There are more than one or two issues/problems that can be resolved.	There are multiple issues/problems and it is unclear how to resolve them.
DEGREE OF POLITICAL SENSITIVITY OR COMMUNITY IMPACT		
SCORE 1 – 2	SCORE 3 – 4	SCORE 5 – 6
<p>The project will have little effect on communities and they will hardly notice any changes.</p> <p>The project has acceptance throughout the community.</p>	<p>The project will fix a problem that will benefit communities and the change will cause minor inconvenience.</p> <p>There are groups in communities who may see potential in raising the profile of a project to gain attention for their cause.</p>	<p>The project will create a change that will have an impact on communities and the living environment and the degree of impact/outrage and acceptance will vary.</p> <p>Community expectations about the project are different to those of the decision makers and there is high potential for individuals and groups to use the uncertainty to gain attention.</p>



Degree of complexity project score and justification	
Primary Stakeholder	This group comprises a diverse range of stakeholders, including local businesses and community organisations that are actively involved in delivering events and initiatives that contribute to the activation of key precincts. It is recommended that this group be consulted and engaged throughout the planning process to ensure their insights, experiences, and ideas help shape the development of the new plan.
Secondary Stakeholder	This group includes a broad range of stakeholders such as local businesses who are indirectly impacted by activations in the key precincts, as these activities take place within or near the areas in which they operate. While they may not typically lead or coordinate events themselves, they are more likely to contribute to or participate in Shire-led initiatives. It is recommended that this group be engaged and encouraged to provide feedback on the draft plan.
Tertiary Stakeholder	This group primarily consists of relevant State Government agencies, regulatory bodies, and funding organisations. While they are generally not directly impacted by activities within the key precincts, they may occasionally provide funding or hold an interest in specific initiatives taking place in these areas. It is recommended that this group be kept informed about the plan.
Degree of political sensitivity or community impact score and justification	
Primary Stakeholder	<p>This group is likely to be directly affected by initiatives outlined in the new plan as they regularly activate the key precincts for their events and/or activations.</p> <p><u>Score: 3-4</u></p>
Secondary Stakeholder	<p>This group is likely to be indirectly impacted by the initiatives outlined in the new plan, as their activities take place within the three key precincts. However, a high level of acceptance is expected, as the proposed activations are likely to enhance the vibrancy and appeal of these areas, supporting their ongoing success.</p> <p><u>Score: 3-4</u></p>
Tertiary Stakeholder	<p>This group is indirectly impacted by initiatives and actions outlined in the plan as they are generally a funding and/or regulatory body with minimal engagement or participation in the place activation initiatives within the key precincts.</p> <p><u>Score: 1-2</u></p>



ENGAGEMENT LEVEL				
	INFORM	CONSULT	INVOLVE	COLLABORATE
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.
ENGAGEMENT TOOLS <i>(suggested but not limited to)</i>	Social media, print media, Shire website, noticeboard, media release	Survey, public notice, flyer	Community workshop, engagement stall, stakeholder meeting	Ongoing working group

Engagement Level for the Project	
Primary Stakeholder	One-on-one meetings Survey Direct email communication Workshop (elected members) Community Engagement Stalls
Secondary Stakeholder	Initial contact via direct email communication, followed by one-on-one meetings if further collaboration is desired.
Tertiary Stakeholder	Direct email communication



Date	Tool	Stakeholders (Primary, Secondary, Tertiary)	Engagement Level (inform, consult, involve, collaborate)	Person Responsible
August – December 2024	Emails, Survey, One-on-one meetings	Primary	Involve	Place Activation & Engagement Coordinator
January – March 2025	Development of draft plan, including graphic design.	Primary	Consult	Place Activation & Engagement Coordinator
April 2025	Council workshop to seek feedback on draft plan.	Primary (elected members)	Consult	Place Activation & Engagement Coordinator
May 2025	Draft plan to OMC and released for 4-week public comment period. - Social media - Website - Email communication - One-on-one meetings - Community engagement stalls	All	Consult and Inform	Place Activation & Engagement Coordinator

July 2025	Place Management Plan to OMC for endorsement.	Primary (elected members)	Inform	Place Activation & Engagement Coordinator
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Targeted Community Consultation

First Nations Engagement

- Collaborate with Nirrumbuk Aboriginal Corporation, SKUTTA and Nyamba Buru Yawuru to assist with development and promote through their networks during the public comment period.
- Utilise Goolarri Media for radio advertisements to promote the public comment period.
- Promote the public comment period through Broome Elders networks.

Engagement with People with Disabilities

- Share the draft plan through local disability service provider networks during the public comment period.
- Engage the Disability Access and Inclusion Working Group for feedback and distribution during the public comment period.

Culturally and Linguistically Diverse (CALD) Communities

- Identify and utilise opportunities to distribute information through local multicultural community groups.

Evaluation Methods

How will the data be collected? How will you document the learnings? How will a successful engagement process be measured?

The community engagement process will be evaluated by assessing the diversity of stakeholder participation, the quality and relevance of the feedback received, and the extent to which community input has been reflected in the final Place Management Plan.

Key measures will include the number of individuals and organisations engaged and the range of engagement methods used (e.g., direct emails, one-on-one meetings, wider community consultation).

Particular attention will be given to how well the process captured the perspectives of those directly and indirectly impacted by precinct activations. This evaluation will help ensure that the engagement approach remains transparent, inclusive, and responsive to community needs.

9.2 PLACE

9.2.1 PETITION - BROOME PUBLIC LIBRARY

LOCATION/ADDRESS:	Broome Public Library, Hamersley Street Broome WA 6725
APPLICANT:	Nil
FILE:	GOC33
AUTHOR:	Librarian
CONTRIBUTOR/S:	Acting Director Corporate Services
RESPONSIBLE OFFICER:	Acting Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

A petition requesting that Council support “a new library for Broome”, was presented at the 12 December 2024 Ordinary Meeting of Council.

BACKGROUND

The petition presented the statement “We want a new library for Broome by 2029!” and listed 311 signatures.

The preamble to the petition stated: “We residents of Broome request the Shire of Broome Honour the motion, which passed UNANIMOUSLY (Thursday 15th February 2024) at the Annual Electors Meeting to build a new library as a priority project in the ‘2025-26 Business Plan’. The Current library is too small to meet the needs of the community. Modern libraries are a community hub and resource centre. They incorporate meeting rooms, dedicated teen areas, audio visual rooms, quiet rooms, study rooms, plenty of computers, archival space, crafting and gaming areas. Libraries are no longer only books!”

In summary, the petition requests Council to support and prioritise the development of a new library facility as a priority project in the review of the 2025 - 2035 Council Plan citing overwhelming local community support for a new modern library that meets the needs of the community.

Public Questions and Petition

At the 12 December 2024 OMC a public question was submitted by Nancy Kennedy regarding item 9.4.2 – Council Plan 2025 – 2035. Details are shown below.

The following questions were submitted by Nancy Kennedy regarding Item 9.4.2 Council Plan 2025 – 2035 prior to the meeting:

Question One (1)

This is relating to Agenda item 9.4.2 and within the "Plan for the Future 25-35" point 4.1.5 - Can you please let us know when/what year, a proposal for the library upgrade was first discussed at Council?

Answer provided by Director Corporate Services

Council first included action 1.2.4.3 Develop a Library Feasibility Business Case in the 2020 – 2024 Corporate Business Plan. The project was timed to occur in the 2023-24 financial year.

The action has been included in each subsequent version of the Corporate Business Plan although the timing for delivery has been amended over the years due to resourcing considerations. As you have mentioned, action 4.1.5 in the Draft Council Plan tabled tonight identifies the delivery of a feasibility study to upgrade or relocate the Broome Library in Financial Year 2026/27.

The timing of action 4.1.5 is reliant on the completion of action 6.2.2, Develop a Male Oval Precinct Masterplan, which is scheduled to occur in Financial Year 2025/26. The finalisation of the Male Oval Precinct Masterplan is required to ensure any potential relocation of the Library is properly considered from a planning perspective.

Question two (2)

Can Council provide some sort of clear indication as to when an upgrade may actually happen as it is currently listed on the plan as sometime in the future after 2029?

Answer provided by Director Corporate Services

Action 4.1.5 in the Draft 2025-35 Council Plan includes an allocation of \$350,000 in 2028/29 to undertake detailed design and tender package development, pending the outcomes of the 2026/27 Library Feasibility Study. Council's Draft Long Term Financial Plan, which is a key strategy informing the Draft Council Plan, includes an allocation in 2030-31 for the construction of a new Library.

At the same 12 December 2024 OMC, the petition was tabled by Nancy Kennedy requesting Council to consider building a new library as a priority project in the '2025-26 Business Plan'. It was stated that an agenda item relating to the petition would be prepared and tabled at a future OMC in early 2025. With the April OMC scheduled on 1 May 2025 due to Easter and ANZAC Day public holidays, this report is in response to that petition.

In the months following the submission of the petition, members from the Broome community attended the Annual Electors Meeting on 6 February 2025. Electors presented a motion (Minute No. /0225/005) regarding the upgrade of the library facility.

ELECTOR MOTION 3: Michelle Teoh**ELECTOR MOTION 1:****Moved: M Teoh****Minute No. /0225/003****Seconded: L Westlake**

That the feasibility study to upgrade the Broome Library considers all possible locations within the Broome townsite and as part of that process the Shire consultants undertake true and sincere consultation with all community members and organisations who use the facility and the findings from which are sincerely considered by the Council when making a final transparent decision on location here.

CARRIED UNANIMOUSLY

The response was provided by the Director Corporate Services at the 27 March 2025 OMC, as shown below:

COMMENT

The Shire acknowledges the vital role of the Broome Public Library as a welcoming, safe, and inclusive space for people of all ages, cultures, and backgrounds. The library is a valued community asset, and its future is an important consideration for the Shire.

In Western Australia, public libraries are a partnership between the State Government and Local Government Authorities (LGAs). LGAs provide the library building, technology, staffing, and operational funding, while the State Government contributes funding for books and digital resources.

Library Feasibility Study

Exploring potential locations for a new library is a key action (4.1.2) in the Shire's Corporate Business Plan 2023–2027. Funding for a Feasibility Study will be considered in the 2026/27 annual budget alongside other priorities. This study will assess community needs, potential co-location opportunities, and design principles focused on shared use, flexibility, and multi-purpose functionality.

The study will involve genuine and inclusive consultation with community members, library users, key stakeholders, and library staff. The goal is to ensure that any future library location aligns with community expectations and delivers a modern, accessible, and fit-for-purpose facility.

Timeline and Strategic Planning

- 2026/27: Budget allocation for detailed design and tender documentation (subject to funding).
- 2032/33: Construction of a new library (subject to funding).

The potential relocation of the library has been a longstanding Council consideration, reflected in previous planning documents such as the:

- Old Broome Development Strategy, which proposes relocating the library to Chinatown and repurposing the current building for expanded Shire offices.
- Chinatown Development Strategy, which identifies Short Street as a potential library site.

Both documents were progressed with significant community engagement and finalised following a formal public submission process.

In the first instance, a Male Oval Masterplan has been proposed to assess the feasibility of locating the library in the Male Oval Precinct.

Commitment to Community Consultation

The Shire understands that not all community members may agree with previous planning outcomes. However, no final decision has been made on the library's location. The Male Oval masterplan process and subsequent library feasibility study will ensure a thorough, fair, and transparent process, with community input at its core.

The resulting resolution for this Elector motion was passed at the 27 March 2025 OMC as follows:

<u>COUNCIL RESOLUTION Elector Motion 3 – Michelle Teoh</u>	
(REPORT RECOMMENDATION)	Minute No. C/0325/037
Moved: Cr D Male	Seconded: Cr M Virgo
That Council:	
<ol style="list-style-type: none"> 1. Notes the Elector Motion; 2. Recognise the vital role libraries play in supporting the community; 3. Notes Council's endorsed Old Broome Development Strategy and Chinatown Development Strategy; and 4. Incorporate a comprehensive Community Engagement Plan into the project planning phase for both Male Oval and the Library Feasibility Study to ensure meaningful consultation. 	
Voting	
For the Motion:	Shire President C Mitchell, Cr D Male, Cr S Cooper, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr P Taylor and Cr M Virgo.
Against the Motion:	Cr J Lewis.
CARRIED 8/1	

COMMENT/RESPONSE

The Shire would like to thank Nancy Kennedy for the petition submitted on 5 December 2024, and acknowledge the effort taken in collecting the 311 signatures on behalf of the Broome Community.

The Broome Public Library remains in the top five performing services of the Shire of Broome, as indicated in the biannual Community Scorecard, with a 76 (out of 100) Performance Index Score in the 2024 survey.

As stated in previous responses, a new library facility has been an aspirational project of the Shire for a number of years, and has been identified as a potential project across several strategies.

The relocation of the Library to Chinatown was first identified in the Chinatown Development Strategy which was adopted by Council in February 2013. A specific site was not identified, although it was mentioned that a site which addressed Short Street as one of the principal entries into Chinatown may be appropriate.

A new library facility was next identified in the Old Broome Development Strategy 2014 with more of a focus on location.

4.3 Community Facilities

4.3.4 Actions

4.3.4 5. Relocate the Municipal Library to Chinatown near the Visitors' Centre (Refer to element 5 on Concept Plan).

4.3.4 6. Extend the Shire Administration offices to incorporate the existing Library building once the new library has been constructed.

5.2 Foreshore Concept Plan Elements

5. Municipal Library Relocation It is intended a new municipal library will be constructed in Chinatown near the Visitors' Centre. When this takes place, there will be an opportunity for the current library to be incorporated into the main Shire Administration building to allow all office staff to be accommodated in the same building. This will free up the site currently occupied by the Shire's Technical Services staff (corner Weld and Barker Streets) for potential infill development for an appropriate use.

At the 12 December 2024 OMC, Council resolved to adopt the Shire of Broome Council Plan 2025-2035. Within that plan, the priority action is outlined for the construction of a new library facility.

A feasibility study scheduled for 2026/27 will inform the detailed design of a new facility in 2028/29, with construction indicated after 2029.

Our strategic initiatives								
Priority actions		Linked strategies	Service Team	25/26	26/27	27/28	28/29	Future
4.1.1	Implement the Arts and Culture Strategy and Action Plan 2023-2028.	Arts and Culture Strategy and Action Plan 2023-2028	Place Activation and Engagement	○	○	○	○	
4.1.2	Advocate for Nyamba Buru Yawuru to build the Kimberley Centre for Art, Culture and Story.	Arts and Culture Strategy and Action Plan 2023-2028	Office of CEO	●	●	●		
4.1.3	Partner with Nyamba Buru Yawuru to develop Wanggajarli Burugun Memorial Resting Place.		Infrastructure; Special Projects	●	●			
4.1.4	Fund a business case and detailed design to upgrade and develop the Broome Museum and adjacent lands.	Old Broome Development Strategy	Special Projects		\$350k			
4.1.5	Complete a feasibility study to upgrade or relocate Broome Library and, dependent on outcomes, complete detailed design and construction.	Old Broome Development Strategy	Special Projects		\$100k		\$350k	\$6M

The Male Oval Precinct Masterplan, scheduled for the 2025/26 financial year in the Council Plan, will be important for future decision making in terms of the potential location of a new library facility in Chinatown. It is noted that at this time, the undertaking of the Male Oval Masterplan process is being considered by Council for inclusion in the 2025/26 annual budget process.

Officers acknowledge that the current timeframe for construction does not meet the request of the petition, and is largely due to the competing priorities of a number of significant capital projects that have also been identified as priorities by the community and Council. These projects are considered well developed/progressed in the planning process, and include the Cable Beach Foreshore Redevelopment, the Broome Recreation Aquatic Centre (BRAC) Redevelopment and the Regional Resource Recovery Park.

Therefore, officers recommend that the feasibility, design and construction of the upgraded/relocated Broome Public Library remain scheduled as per the Council Plan 2025 – 2035 adopted at the 12 December 2024 OMC.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Shire of Broome Meeting Procedures Local Law 2020

Clause 6.10 – Petitions

The petition was signed by 311 electors.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The long term financial plan allocates the following amounts in relation to the new library (subject to funding):

Description	Allocation
Feasibility to upgrade or relocate Broome Public Library	\$100,000
Detailed design	\$350,000
Construction	\$6,000,000

RISK

The petition asks for a new library facility by 2029. The Shire of Broome Council Plan 2025-2035 indicate funding for the feasibility study (2026/27), detailed design (2028/29) and Future allocation for construction, which will not meet the expectations of the petitioners.

STRATEGIC ASPIRATIONS

People - We will continue to enjoy Broome-time, our special way of life. It's bursting with energy, inclusive, safe and healthy, for everyone

Outcome 4 - An inclusive community that celebrates culture, equality and diversity

Objective 4.2 Align services to meet diverse community needs.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. Acknowledges receipt of the petition from Nancy Kennedy; and
2. Confirms the inclusion of the Broome Public Library upgrades or relocation in the Shire of Broome Council Plan 2025 - 2035 and the long term financial plan.

Attachments

1. Petition - Broome Public Library (Confidential to Councillors and Directors Only)
This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(b) as it contains "the personal affairs of any person".

9.2.2 LANDFILL CLOSURE MANAGEMENT PLAN (2025)

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	RES 48013.3
AUTHOR:	Manager Waste Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Infrastructure Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The Shire operates the Buckleys Road Waste Management Facility and landfill in accordance with the facility Landfill Closure Management Plan (LCMP). The Shire has reviewed the utilisation of the landfill and has updated the LCMP to reflect the rate of utilisation and the remaining useful life of the landfill.

This report recommends that Council adopts the LCMP (2025) for the Buckleys Road Waste Management Facility.

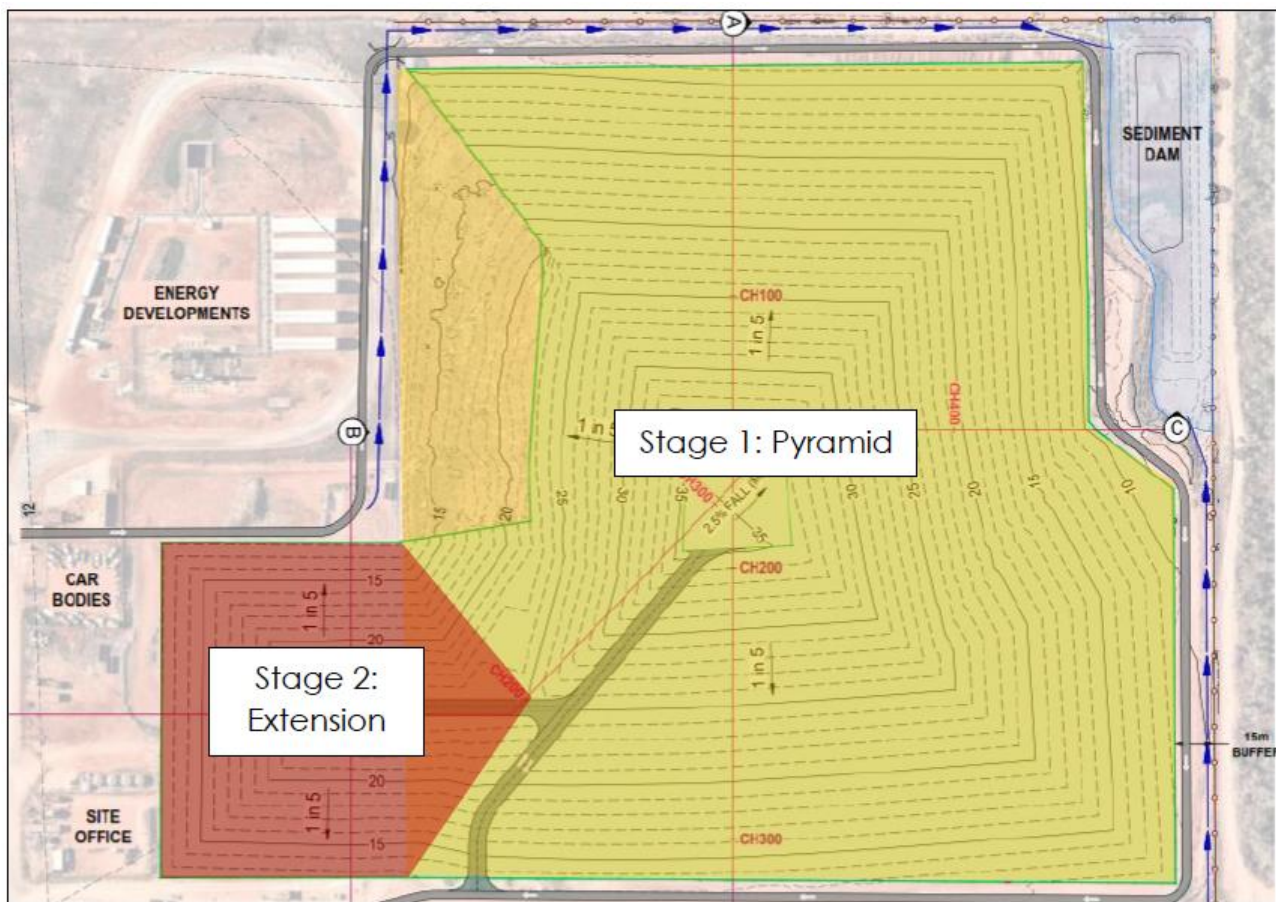
BACKGROUND*Previous Considerations*

OMC 18 July 2013	Item 9.3.1
OMC 25 March 2021	Item 9.2.2
OMC 29 June 2023	Item 9.2.1

In late 2018, it was identified through the quarterly volumetric surveys that the space within the existing landfill could expire in 2020. In 2019, ASK Waste Management Consultancy Services were engaged to undertake a review of the landfills remaining life expectancy and to identify potential contingency measures to increase the useful life of the landfill.

As a result of the review, a submission by the Shire to the Department of Water and Environmental Regulation (DWER) for an amendment to the landfill licence was requested and granted. This change to the license extended the life of the existing landfill until July 2024. The amendment to the licence allowed an increase to the landfill footprint by extending the toe and increasing the angle of the landfill's slopes.

Additionally, ASK Waste Management Consultancy Services identified a contingency area, being the current transfer station area, that would extend the landfill's useful life to the end of 2025. The area is highlighted in the image below as "Stage 2: Extension".



The changes to the license and addition of the contingency area informed an update to the LCMP (2021), which was endorsed by Council at the OMC held 25 March 2021.

Improvements to operational practices and the approach to progressive capping informed an update to the LCMP (2023), which was endorsed by Council at the OMC held 29 June 2023.

Continual improvements to facility operations and a focus on 'Best Practice' operations in addition to the Shires approach to progressive capping of the waste body, have been reflected in the updated Landfill Closure Management Plan 2025. The 2025 revision provides updated climatic data and an operational life project based on the last two years of landfill survey data. A timeline of the events is depicted in the table below.

Table 1 - Shire of Broome LCMF timeline.

Date	Activity
2012	LCMP written for the Buckley's Road Landfill Facility by ASK Waste Management Consultancy Services and approved by DWER.
2013	The LCMP (2012) was endorsed by Council.
2014	Changes to landfill closing requirements and review of the remaining life of the landfill prompted a review of the Landfill Closure Management Plan (2012).
Early 2019	ASK Waste Management Consultancy Services were engaged to undertake a review of the landfills remaining life expectancy and to identify potential contingency measures to increase the useful life of the landfill

Late 2019	A landfill license amendment was submitted to DWER to increase the capacity of the landfill.
2020-21	ASK Waste Management Consultancy Services were engaged to update the LCMP (2012) to include the incorporated changes from the licence amendment, the contingency area and updated closure cost estimates.
March 2021	The LCMP (2021) was endorsed by Council.
October 2022	ASK Waste Management Consultancy Services were engaged to update the LCMP to reflect the continual improvements to operations and to reflect the rate of utilisation and the remaining life of the landfill.
June 2023	The LCMP (2023) was endorsed by Council.
December 2024	Ask Waste Management Consultancy Services were engaged to update the LCMP to reflect the rate of utilisation and the remaining life of the landfill.

COMMENT

The LCMP guides the best practice closure of the Buckleys Road Waste Management Facility. The LCMP has been produced to achieve the following objectives:

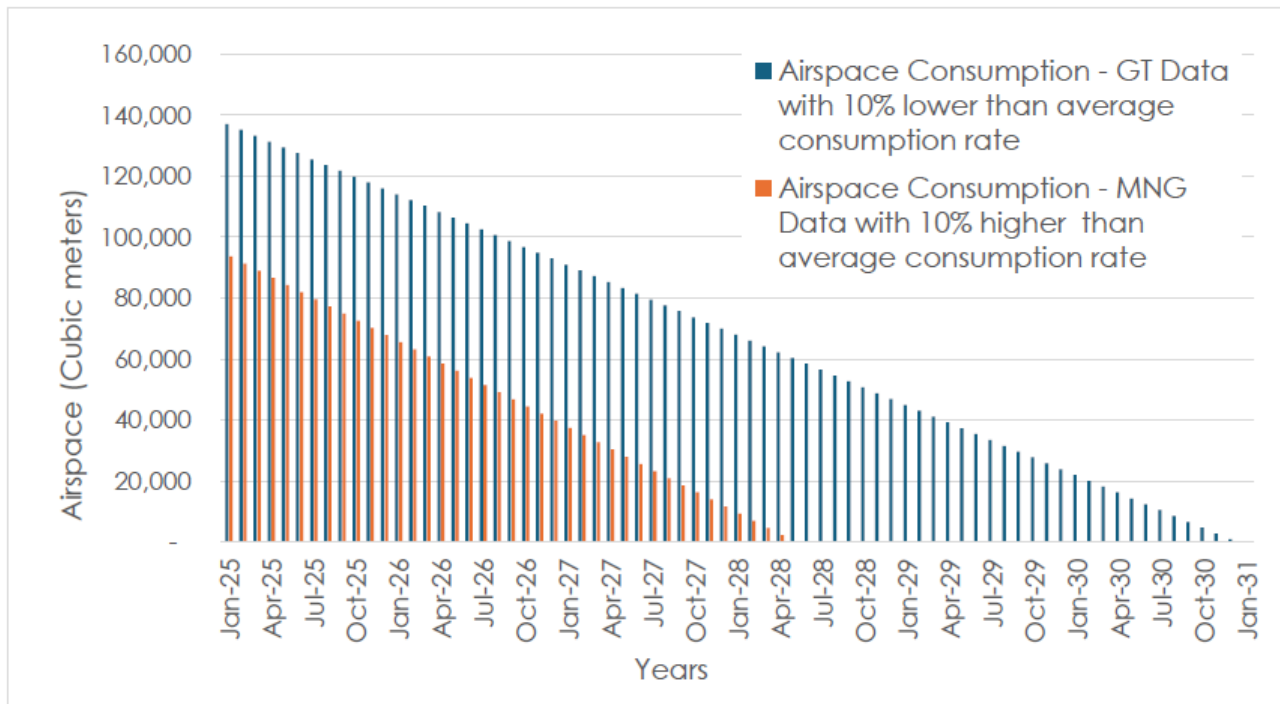
- Develop final contours and landform designs for the landfill that are stable and meet best practice guidelines and can be used to guide landfilling operations and site works going forward.
- Develop a landfill cap design that will provide a physical barrier between waste and the environment and restrict the infiltration of rainwater in the waste mass and minimise the production of leachate.
- Develop a stormwater management design that minimises leachate generation and controls the release of stormwater for the Facility.
- Develop an appropriate landfill gas management system to control the generation of landfill gases and reduce any significant risk of adversely impacting the surrounding environment.
- Develop a post closure management and monitoring program that can be implemented to ensure that environmental impacts are minimised after the landfill cells are closed and rehabilitated.
- Provide a bill of quantities and cost estimates for the closure and rehabilitation works that the Shire can use to budget future liabilities.

The annual waste quantities accepted, recycled and landfilled at the facility have fluctuated from year to year, with the revised operational life projection being based on the most recent two years of landfill survey data. This period included several large projects which inflated volumes compared to previous years.

The average waste compaction rate during this period is 1.29 tonnes per cubic metre, which is considered high for a landfill of this size. Two scenarios have been modelled for the airspace consumption projections;

1. 'best case scenario' where 10% less waste is received, better compaction and less over material soil is used. Under these conditions the landfill space could be exhausted by January 2031.
2. 'worst case scenario' assumes 10% more consumption, more waste, poorer compaction and more cover soil used. Under these conditions the land fill space could be exhausted by May 2028.

The estimated airspace consumption over the remaining operation life of landfill is shown below. 'Best case scenario' depicted in blue and the 'worst case scenario' depicted in orange.



While updating the LCMP and re-running the landfill gas (LFG) modelling using the latest complete climatic data from the Broome Airport weather station, the LFG generation rates have decreased. The lower LFG generation rates estimated by the model suggest that the complexity of the LFG infrastructure could be reduced from a system with cowling vent to bio cover capping and biofilters. If DWER approves a biofilter cap design, the capital costs to install a biofilter would be significantly lower.

CONSULTATION

Ask Waste Management provided consultancy services to review and update the LCMP.

All volumetric surveys are undertaken by third party quality assured surveyors.

STATUTORY ENVIRONMENT

Environmental Protection (Rural Landfill) Regulations 2002

17. Post-closure plan

- (1) *the occupier of a landfill site must prepare and submit to the Chief Executive Officer for approval a post-closure rehabilitation plan, in accordance with sub regulation (2), for the site within 18 months of the site being registered under regulation 5B of the Environmental Protection Regulations 1987.*

Penalty:\$5,000.

- (2) *A post-closure rehabilitation plan is to set out a plan for the rehabilitation of the site after it has ceased to be a landfill site and is to specify –*
 - (a) *options for the use of the site after it has ceased to be a landfill site, and is to specify the preferred option;*

- (b) a conceptual design of the infrastructure needed for the preferred option for the use of the site after it has ceased to be a landfill site;
- (c) the estimated final contours of the site, after allowing for settlement, and specifying to what extent settlement has been allowed for;
- (d) the capping materials proposed to be used on the site;
- (e) a proposed system of drainage of the site;
- (f) measures proposed for the protection of the environment and the monitoring of the site; and
- (g) the estimated period for which the site will require protection and monitoring.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All operational and capital costs associated with the landfill are funded via the income generated from waste fees and charges.

The LCMP (2025) has been amended to reflect the improved operational activities and the ongoing estimated costs associated with closure and the post closure monitoring of the site.

The LCMP (2025) recognises the landfill closure that has been undertaken to date and forecasts the remaining capital expenditure required. A summary of the LCMP 2025 compared to the LCMP 2023 is provided below:

Description	2023 Total (Rounded)	2025 Total (Rounded)
Stormwater	\$ 22,500	\$ 36,000
Capping	\$ 2,396,000	\$ 1,918,000
Perimeter Road	\$ 98,500	\$ 112,000
Post Closure Monitoring	\$ 460,000	\$ 687,000
Professional Fees	\$ 175,000	\$ 216,000
Contingency	\$ 380,000	\$ 297,000
Total	\$ 3,500,000	\$ 3,266,000

The Refuse Site Reserve has a current balance of \$2,261,492 which is considered adequate to cover the Capital Expenditure requirements for closure and post closure. This recognises that some of the pindan cover material will be provided at no cost from either the new Regional Resource Recovery Park development or as clean fill received via the gate. The plant and labour costs are internal costs allocated through the resource-based budget and not a cash requirement.

It should be highlighted that the Shire is required to monitor the Buckley's Road site for 30 years after closure. Operational funding for the 30-year period is estimated at \$687,000 or \$22,900 excl. GST per annum.

These breakdown of the tasks and costs for Post Closure Monitoring are summarised below.

Parameter	2023 Total Cost	2025 Total Cost
Weed spraying	nil	\$ 135,000
Removal of infrastructure (gate house etc)	nil	\$ 16,000

Surface water monitoring (sediment ponds)	\$ 30,000	\$ 10,000
LFG Monitoring infuse	\$ 15,000	\$ 26,000
Landfill cap monitoring	\$ 15,000	\$ 12,000
Landfill cap maintenance (contingency)	\$ 150,000	\$ 152,000
groundwater monitoring - Years 1-5 (six monthly)	\$ 130,000	\$ 96,000
groundwater monitoring - Years 6-25 (annually)	\$ 120,000	\$ 240,000
Total	\$ 460,000	\$ 687,000

RISK

There are risks associated with the closing of landfill. The risks are summarised alongside the control measures below;

Risk	Type	Mitigation
Assumptions for waste generation are conservative and landfill reaches capacity early	Service Interruption	Continued quarterly survey of the landfill and comparison to LCMP Design and approvals for the Regional Resource Recovery Park are completed, funding is allocated in the Long Term Financial Plan
Single unforeseen emergency generating large volumes of waste leading to faster landfill utilisation	Service Interruption	Continued quarterly survey of the landfill and comparison to LCMP Resource Recovery Park designs are completed, funding is allocated in the Long Term Financial Plan
Staff turnover and impact to landfill operations	Service Interruption Level of Service Reputational Financial	Staff training to incorporate best practice landfill techniques Operational Manuals to form part of staff onboarding process
Price escalation for materials and resources required to achieve LCMP	Financial Impact	Landfill is progressively capped, therefore minimal liability is carried forward. Capping material can be sourced
Progressive closure leads to congestion on site	Level of Service Safety	Waste Services team to monitor internal roads, tipping areas and turn around areas to ensure site user safety is maintained
Delayed opening of Community Recycling Centre at new Regional Resource Recovery Park	Service Interruption Level of Service	The design and works approvals for the Community Recycling Centre have been completed/obtained. Construction to occur prior to 'pyramid' capacity being reached

STRATEGIC ASPIRATIONS

Place - We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone.

Outcome 5 - Responsible management of natural resources

Objective 5.3 Adopt and encourage sustainable practices.

Actions 5.3.5 **Facilitate** implementation of the Buckley's Rd Landfill Closure Management Plan

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

- 1. Adopts the Landfill Closure Management Plan (2025) as attached.*
- 2. Requests the Chief Executive Officer to review the financial implications of the Landfill Closure Management Plan (2025) within the next review and update of the Shire's Long-Term Financial Plan.*
- 3. Endorses the investigation into the viability and performance of a biofilter cap design for the use at the Buckleys Road Landfill as an alternative method to traditional landfill capping, and;*
- 4. Requests the Chief Executive Officer to engage with relevant environmental consultants, engineers and regulatory bodies to review the biofilter design, materials, installation and maintenance.*

Attachments

1. Landfill Closure Management Plan (2025)



Landfill Closure Management Plan

Buckleys Road Waste Management Facility

Shire of Broome

February 2025



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Acknowledgements

ASK Waste Management acknowledges the Traditional Owners of the land in which we work and live, and pays respects to Elders past, present, and emerging.


ASK also gratefully acknowledge the cooperation of the Shire of Broome staff that provided information and assistance in the development of this report.

Disclaimer

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The mention of any company, product or process in this report does not constitute or imply endorsement by ASK Waste Management.

Document Control			
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1A	18 February 2025	Draft – for internal review	GP
2A	20 February 2025	Draft – for Shire review	GP
3A	13 March 2025	Final version	

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1 INTRODUCTION

The Shire of Broome (the Shire) engaged ASK Waste Management (ASK) to revise and update the 2022 version of the Landfill Closure Management Plan (LCMP) for the Buckleys Road Waste Management Facility (the Facility).

ASK has previously produced an LCMP for the Facility in March 2022, and this report builds on the earlier LCMPs and refines it based on changes to operations and the Shire's long-term strategy.

The Facility includes an unlined Class II landfill, located approximately 7.5km north of the Broome CBD on Crown Land Reserve 40813, Lot 228, Buckleys Road, Broome. A portion of Reserve No 40813 is leased to Energy Development Ltd (EDL) for gas storage, leaving 12.45Ha available for waste receipt, recovery and disposal.

The LCMP provides information relating to the progressive rehabilitation and closure of the Facility's landfill cells, together with the post-closure monitoring requirements.

The following documents were considered in the preparation of the LCMP:

- The Facility's current Environmental Protection License (EPL) (L6912/1997/11, amended 11 Jan 2024)
- Best Practice Environmental Management: Siting, design, operation and rehabilitation of landfills (EPA Victoria, 2015)
- Buckleys Road Waste Management Facility – Landfill Closure Management Plan (LCMP) (ASK, 2012)
- Buckleys Road Waste Management Facility – Review of Closure Management Plan (ASK, 2014)
- Landfill Closure Management Plan: Buckleys Road Waste Management Facility (ASK, 2021)
- Landfill Closure Management Plan: Buckleys Road Waste Management Facility (ASK, 2022)

1.1 AMENDMENTS TO THE LCMP

In 2012, ASK produced an LCMP for the Facility considering the Victorian BPEM Best Practice Guidelines to fulfil both the Shire and the Department of Water and Environment Regulation (DWER)'s expectations. The plan included the proposed final landform, including a contingency area, rehabilitation requirements, staged filling and rehab schedule, post-closure monitoring programme and a cost estimate for the closure and post-closure costings.

The final plan that DWER approved included a landfill capping design that utilised locally available pindan soil. This capping design was lower than the specifications of BPEM but was accepted by DWER based on the risk presented by the landfill and the understanding of the likely performance of the cap in the Kimberley's weather.

In 2014, the Shire had the LCMP reviewed to ensure that the schedule of costs for capping requirements was up to date and that the capping design met best practice guidelines whilst minimising the associated capital expenditure.

A review of the LCMP in 2019 showed the remaining airspace at the Facility based on the 2012 final landform indicated a remaining operational life of less than two years. In order to increase the operational life of the Facility, a licence amendment was approved by DWER in 2020, allowing above-ground waste placement within 15 meters of the premise's boundary.

This reduction of the internal buffers at the Facility allowed a new final landform to be developed for the landfill, which also used the contingency area as an extension area extending towards the gatehouse.

In 2021 ASK produced an updated LCMP (ASK, 2021) to incorporate the proposed stormwater system and a perimeter road. The LCMP reflected the operational practices at the time, specifically the proportion of daily cover used and compaction rates achieved.

In 2022 the LCMP was revised to reflect the improvements to operations, as they align with Best Practice and the Shire's approach to progressive capping of the waste body.

This 2025 revision provides updated climatic data and an operational life projection based on two years of landfill survey data.

1.2 OBJECTIVES AND SCOPE

This LCMP has been produced to achieve the following objectives:

- Develop final contours and landform designs for the landfill that are stable and meet best practice guidelines and can be used to guide landfilling operations and site works going forward.
- Develop a landfill cap design that will provide a physical barrier between waste and the environment, restrict rainwater's infiltration into the waste mass, and minimise leachate production.
- Develop a stormwater management design that minimises leachate generation and controls the release of stormwater from the Facility.
- Develop an appropriate landfill gas management system to control the generation of landfill gases and reduce any significant risk of adversely impacting the surrounding environment.
- Develop a post-closure management and monitoring program that can be implemented to ensure that environmental impacts are minimised after the landfill cells are closed and rehabilitated.
- Provide a bill of quantities and cost estimates for closure and rehabilitation works that the Shire can use to budget for future liabilities.

To satisfy the objectives of the LCMP, this document contains the following sections:

- Facility Overview
- Environmental Attributes
- Legislative Context
- Risk Assessment
- Rehabilitation Design
 - Current Landfill Profile
 - Proposed Final Profile
 - Detailed Capping System Design
- Surface Water Management Design
- Landfill Gas Management Design
- Revised Risk Assessment

- Post-Closure Management and Monitoring
- Closure Cost Estimates
- Financing Strategy

1.3 REVISIONS AND UPDATES

The Shire will review and update the LCMP (as necessary) after every review of the Environmental Protection Licence (EPL) or at least every three years. The purpose of any review is to:

- Assess closure and rehabilitation operations and identify areas where performance can be improved;
- Update the LCMP to:
 - Reflect any changes to Facility operations
 - Reflect regulatory changes
 - Reflect changes to the Shire, State and Federal strategic objectives
 - Incorporate all changes arising from the review process

2 FACILITY OVERVIEW

The following sections detail the location, history, surrounding land uses, and current and proposed waste management activities undertaken at the Facility.

2.1 SITE OVERVIEW

The facility provides a waste disposal site for the Town and immediate community of Broome. As the only licenced landfill in the vicinity, it receives a combination of Municipal Solid Waste (MSW), Commercial and Industrial waste (C&I) and Construction and Demolition waste (C&D).

The site consists of a landfill and a transfer station to allow for the separation of material and reduce traffic at the tip face. The Shire of Broome also operates a licensed Resource Recovery Area (RRA) on another site for storage and processing of greenwaste, concrete, tyres, glass, wood pallets and metal.

Table 2.1 - Summary of Buckleys Road Waste Management Facility

Facility address:	Crown Reserve No 40813, Lot 228 Buckleys Road, Broome. WA. 6725
Facility Licence number:	L6912/1997/11
Ownership:	Shire of Broome
Operator:	Shire of Broome
Licenced Categories:	Category 64 – Class II Putrescible Landfill Site Category 61 – Liquid Waste Facility Category 62 – Solid Waste Depot
Waste types received:	Putrescible and inert solid waste
Tonnage per annum:	Estimated at 30,000 – 40,000 tonnes per annum
Size:	15 ha site. (12.45 ha excluding EDL lease)
Population serviced:	Approximately 18,600 residents (Enumerated Population of approximately 25,400) - ABS Estimated Resident Population 2023
Method of construction:	Combination of below-ground trenches and above-ground cells
Type of liner:	No liner
Opening date:	Unknown but vested to the Shire for waste disposal in 1987 and licensed in 1997
Remaining operational life:	3-5 years

Historically, waste was disposed of at the Facility in below-ground trenches throughout the site. Since 2000, a combination of below-ground and above-ground waste disposal has occurred. The available below-ground airspace in the current landfill area is exhausted, and above-ground disposal is occurring.

Between the 2020-21 and 2023-24 financial years, the tonnage of waste landfilled at the Facility has fluctuated between a low of 23,000 tonnes in 2021-22 to a peak of 38,000 tonnes in 2022-23. The average annual tonnage of waste landfilled at the Facility over this four year period is approximately 33,000 tonnes.

2.2 LOCATION

The town of Broome is located in the Kimberley region of Western Australia, approximately 2,300km north of Perth by road. The Buckleys Road Waste Management Facility is situated approximately 8.6km by road, north of the Shire Chambers. The site is located at the northern end of Buckleys Road. The land title description is Crown Reserve No 40813, Lot 228 Buckleys Road, Broome.

Figure 2.1 - Facility location



2.3 SURROUNDING LAND USE

Table 2.2 lists the relevant sensitive land uses in the vicinity of the Facility, while **Table 2.3** lists the relevant environmental receptors which may be relevant to the operations of the Facility (DWER, 2020).

Table 2.2 - Surrounding land use for the Facility

Residential and sensitive premises	Distance from Prescribed Premises
Residential premises	<ul style="list-style-type: none"> • 660m south-east of the south-east boundary corner, residential property at Locke Street • 900m west of the landfill, dwellings on Sands Street • 1700m south of the boundary, dwellings on Fairway Drive • There are no sensitive receptors within 5km to the north of the facility, with this land zoned for cultural and natural resource use
Industry	<ul style="list-style-type: none"> • Adjacent to the north-west boundary, Energy Development Ltd (EDL) gas storage facility • 100m west of the boundary, a quarry and soil borrow pit

Table 2.3 - Surrounding environmental receptors

Environmental Receptors	Distance from Prescribed Premises
Public Drinking Water Areas	<ul style="list-style-type: none"> 5km north-east
RIWI Act Groundwater Ares	<ul style="list-style-type: none"> Premises lies within the Broome Groundwater area
Threatened and Priority Flora	<ul style="list-style-type: none"> 2150m north-west of the north-western boundary
Threatened Ecological Communities	<ul style="list-style-type: none"> Premises within Mangarr (relic dune system dominated by extensive stands of Minyjara)
Threatened Fauna	<ul style="list-style-type: none"> 1200m west: Falco peregrines, Fregata ariel and Stern hirundo 1000m south: Calidris acuminata, Calidris ruficollis, Charadrius veredus, Fregata ariel, Limosa, Numenius madagascariensis, Tringa nebularia, Tringa stagnatilis, Arenarai interpres, Calidris canutus, Calidris ferruginea, Calidris subminuta, Calidris tenuirostris, Charadrius mongouls, Hirundo rustica, Limosa lapponica, Numenius minutus, Stern hirundo, Calidris alba, Pluvialis squatarola, Sula leucogaster and Tringa glareola
Surface water body - wetland	<ul style="list-style-type: none"> 320m north (saltwater marshes) and 600m west of the landfill

2.4 FACILITY LICENCE

The Facility is a prescribed site under the Environmental Protection Act 1986 and is managed in accordance with an operating licence issued by the Department of Water and Environment Regulation (DWER). The DWER Licence (Licence Number I6912/1997/11) governs waste management activities on-site and includes the following aspects:

- Classification of Premises: Category 64 – Class II putrescible landfill site, Category 61 - Liquid waste facility and Category 62 - Solid waste depot
- Commencement date (of current licence) – Monday, 11 June 2012
- Amended Expiry date (of current licence) – 10 June 2028
- Nominated Rate of Throughput – Class II putrescible landfill facility: 30,000 tonnes per annum; Liquid waste facility: 1,932 tonnes per annum; Solid waste depot: 500 tonnes per annum
- General Conditions
- Air Pollution Control Conditions
- Water Pollution Control Conditions Uncontaminated Stormwater Management.

The Facility is also subject to the EPL amendments detailed below:

- Instrument Issued Amendment
- 1/08/2011 Licence amendment
- 3/11/2011 Appeal amendment
- 03/11/2012 Greenwaste amendment
- 13/12/2012 Posi-shell trial
- 26/04/2016 Amendment Notice 1 – extend expiry date 10 June 2028
- 24/01/2020 Amendment - Change above ground waste disposal buffer distance
- 16/05/2022 Amendment - a notice of licence reporting requirements to reduce the frequency of environmental reporting from annual to biennial.
- 11/01/2024 Amendment – Addition of Category 62 to the Licence for the acceptance of E-waste.

The licensee shall accept and bury only the following types of wastes at the premises in compliance with criteria defined in the Landfill Waste Classification and Waste Definitions 1996 (amended December 2009):

- Clean fill
- Inert waste type 1 and 2
- Putrescible waste
- Special waste type 1 and 2
- Contaminated solid waste, that meets the contamination threshold values specified for Class 1 and 2 landfills (Landfill Waste Classification and Waste Definitions 1996 (As amended 2019))
- Grease trap and mineral oil liquid waste¹
- Quarantine waste
- E-waste

2.5 WASTE MANAGEMENT ACTIVITIES

The Facility predominantly accepts waste for recycling and disposal from the town of Broome and surrounding areas. **Figure 2.2** shows the layout of key features at the Facility. A portion of the site is leased to Energy Development Ltd for gas storage.

In relation to waste disposal, the site can be broadly divided into three areas:

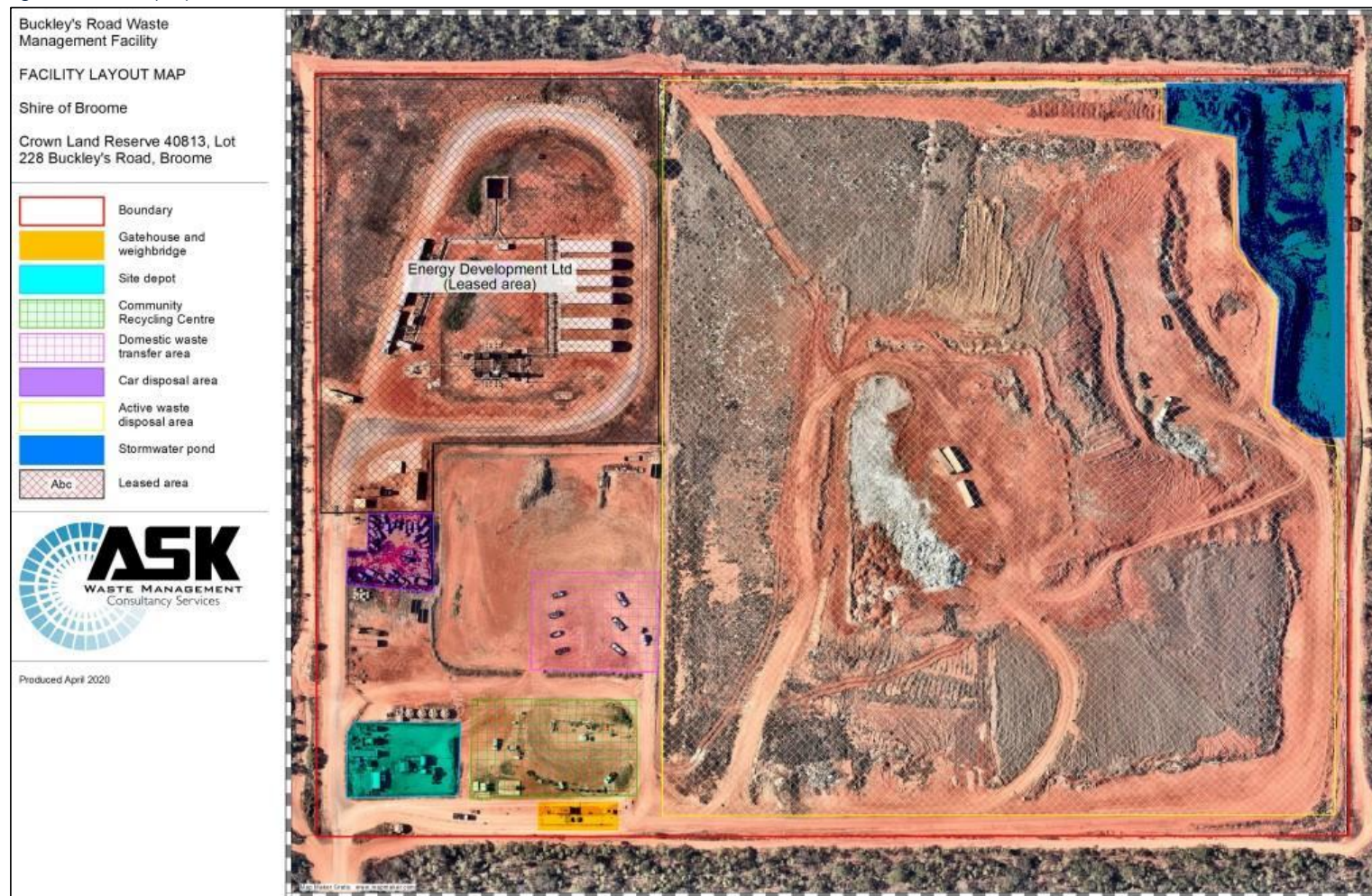
- The gatehouse and weighbridge provide secure access to the Facility
- Main disposal area where above-ground disposal activities are completed
- Transfer station and resource recovery area.

Since the final landform includes an extension area that will utilise parts of the existing transfer station and resource recovery area, a new site layout will need to be developed before this area is used for waste disposal.

It is understood that the Shire has approvals for a new Community Recycling Centre and Resource Recovery drop off area at the site of the Shire's proposed Regional Resource Recovery Park (RRRP). Therefore, once this portion of the facility has been constructed and commissioned, the Shire may use the extension area at the existing waste facility for waste disposal until the landfill cells at the proposed RRRP have been constructed and commissioned.

¹ The liquid waste ponds that previously received these wastes have been decommissioned; therefore, the Facility no longer accepts any grease trap and mineral oil liquid waste.

Figure 2.2 - Facility layout



Shire of Broome
Landfill Closure Management Plan

8

2.5.1 Gatehouse, staff compound, weighbridge

A gatehouse and weighbridge (**Figure 2.3**) are located at the entry to the Facility, where vehicles are stopped at an electronic boom gate to have their waste loads inspected and/or weighed and details recorded by a gatehouse operator. Staff facilities, amenities and parking are also located at the gatehouse.

Figure 2.3 - Facility gatehouse and weighbridge



2.5.2 Domestic transfer station and resource recovery area

A Transfer Station and resource recovery area is located adjacent to the gatehouse that is used by domestic customers to separate waste and recyclables into bins (**Figure 2.4**). These are transferred to the Shire's resource recovery site or disposed of at the landfill when required.

Figure 2.4 - Transfer Station domestic drop-off bins



A bunded and covered waste oil collection facility is located at the Transfer Station to store waste oil until it is collected for recycling. The Transfer Station also has an area to deposit household hazardous materials such as vehicle batteries, paint and gas bottles so that they can be safely disposed of or recycled.

An E-waste storage and collection facility has been established in the resource recovery area. This enables the Facility to receive E waste and store it appropriately prior to transportation for recycling.

2.6 LANDFILL WASTE DISPOSAL QUANTITIES

Based on an assessment of gatehouse data since 2015-16, the quantity of waste received at the Facility increased from approximately 25,000 tonnes in 2015-16 to nearly 60,000 tonnes in 2023-24. The resource recovery rate at the facility has varied over this period, however it has broadly increased from about 25% to 35%.

The waste quantities accepted, recycled, and landfilled at the Facility between June 2015 and 2024 are shown in **Table 2.4**.

Table 2.4 - Waste quantities (tonnes)

Year	MSW Landfilled	C&I Landfilled	C&D Landfilled	Fill Material	Total Landfilled	Total Recycled	Total Accepted
2023-24	5,857	11,554	20,600	19,263	38,011	20,265	58,277
2022-23	5,539	13,038	15,202	12,944	33,787	16,462	50,250
2021-22	2,228	7,786	12,986	10,795	23,000	26,556	49,556
2020-21	5,781	12,112	19,441	16,911	37,334	14,240	51,574
2019-20	6,120	5,172	11,104		23,430	11,822	35,253
2018-19	8,474	14,458	29		22,960	12,448	35,408
2017-18	7,838	3,857	2,477		14,171	11,704	25,875
2016-17	13,380	3,961	2,866		20,207	8,298	28,505
2015-16	9,471	5,471	3,959		18,902	6,070	24,972

2.7 CLEAN FILL

Historically the Shire has needed to import fill for daily cover and site works, however, since 2020-21 significant quantities of fill has been received from customers, with no gatefee payable. This has resulted in the Facility now accepting more clean fill than is required for daily operations and even future capping requirements, with the clean fill accounting for an average of 45% of the waste landfilled (by weight).

The Shire already use Posi-shell as an alternative daily cover (ADC), therefore the quantity of soil required for cover is approximately 15% of the total tonnage of waste accepted for disposal. If the Shire restricted the volume of fill disposed of at the landfill to 15%, this would reduce the annual airspace consumption by approximately 16,000 cu.m.

The avoidance of landfilling this excess fill material preserves airspace and therefore increases the projected operational life of the Facility. The potential change to operational life is shown in **Figure 6.3**, and this increase can be driven by a change to the gatefee charged to accept cleanfill, broadly as the gatefee increases, the volume of fill received is likely to decrease.

2.8 FUTURE DIRECTION FOR THE FACILITY

Since about 2015, the Shire has been actively seeking a suitable new site for a Regional Resource Recovery Park (RRRP), which will include a lined landfill. A suitable site has been identified, gained approval and a design produced.

Since 2020 the final landform for the existing facility has been optimised to generate additional air space. Operational practises at the site have also been improved resulting in a greater compaction rate and extended operational life at the facility, as shown in **Section 6.1**.

3 ENVIRONMENTAL ATTRIBUTES

3.1 CLIMATE

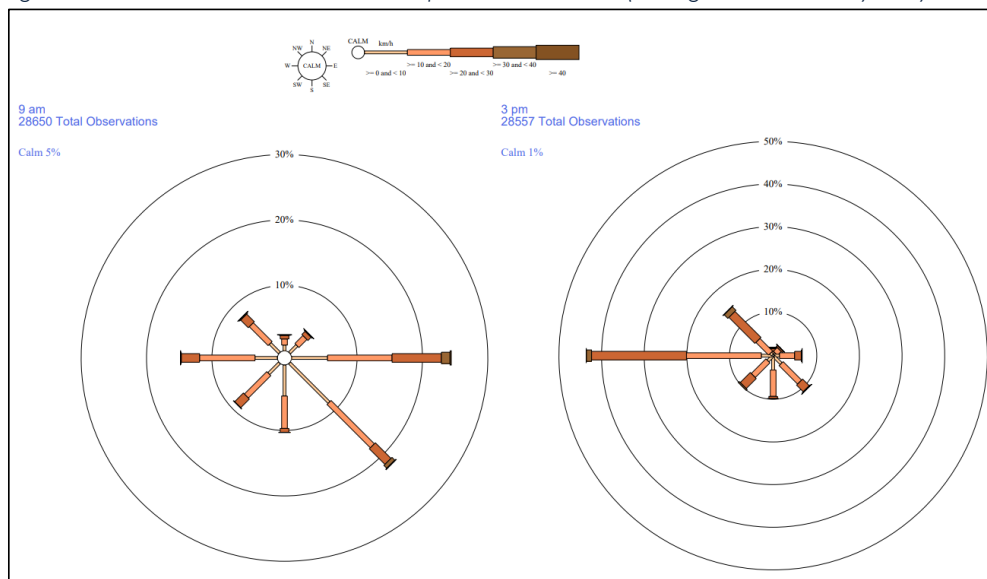
The Bureau of Meteorology has collected climate data from the Broome weather station located at the Broome Airport (Site number 003003) between 1939 and 2025. The average monthly climate data has been summarised in **Table 3.1**. The area receives an average annual rainfall of 631.0 mm, with the majority of it falling throughout the summer season between December and March. The coastal location moderates temperature variations with an annual mean maximum of 32.3°C and an annual mean minimum of 21.3°C.

Table 3.1 - Monthly climate statistics for Broome weather station (1939-2025)

Climate Statistic	January	February	March	April	May	June	July	August	September	October	November	December	Annual
TEMPERATURE													
Mean maximum temperature (°C)	33.4	33.0	34.0	34.3	31.7	29.3	29.0	30.4	31.9	33.0	33.7	34.0	32.3
Mean minimum temperature (°C)	26.4	26.1	25.5	22.7	18.3	15.3	13.7	14.9	18.6	22.5	25.3	26.6	21.3
RAINFALL													
Mean rainfall (mm)	200.0	177.8	98.8	25.6	27.0	18.3	6.2	2.1	1.5	1.5	9.7	64.3	631.0
Decile 5 (median) monthly rainfall (mm)	140.0	158.0	70.8	4.4	4.1	1.0	0.4	0.6	0.8	0.2	1.3	36.0	N.D.
Mean number of days of rain ≥ 1 mm	9.4	9.0	6.2	1.9	1.6	1.1	0.5	0.3	0.2	0.3	0.9	3.9	35.3
9 AM CONDITIONS													
Mean 9am temperature (°C)	30.2	29.8	30.1	29.1	25.4	22.3	21.4	23.4	26.7	29.2	30.5	30.8	27.4
Mean 9 am relative humidity (%)	70	74	69	56	48	47	46	45	49	54	58	64	57
Mean 9 am wind speed (km/h)	13.8	12.9	11.4	11.7	13.9	14.3	14.3	13.9	13.9	13.9	14.2	14.5	13.6
3 PM CONDITIONS													
Mean 3 pm temperature (°C)	31.8	31.6	32.6	33.0	30.4	28.2	27.7	28.8	29.9	30.7	31.6	32.1	30.7
Mean 3 pm relative humidity (%)	65	67	60	45	38	36	33	35	45	54	57	61	50
Mean 3 pm wind speed (km/h)	20.3	18.7	17.2	15.3	13.8	13.7	14.5	16.5	19.7	22.0	23.4	23.0	18.2

The Wind Rose data for Broome shown in **Figure 3.1** indicates predominantly easterly winds in the morning that switch to westerly in the afternoon. The most recent Wind Rose data for the Broome Airport weather station (Bureau of Meteorology) is for the period from 1939 to 2019.

Figure 3.1 – Wind Rose data from Broome Airport weather station (11 August 1939 to 31 July 2019)



3.1.1 Trends and projections

The Department of Primary Industries and Regional Development (DPIRD, 2020) reports that Kimberley temperatures have increased in winter and decreased in summer. Between 1910 and 2013, the average annual temperature increased by 0.9°C. Average summer temperature declined because increasing summer rainfall and associated cloud cover gave a cooling effect.

The intensity of hot spells generally decreased over the north-west. However, trends in the frequency and duration of hot spells are not clear and differ according to how they were estimated. In the Kimberley and Pilbara, rainfall has increased in most areas.

Over the last 60 years, annual rainfall has increased over northern and interior WA. A recent study of tree growth in the Pilbara found that five of the ten wettest years in the last 210 years occurred in the last two decades.

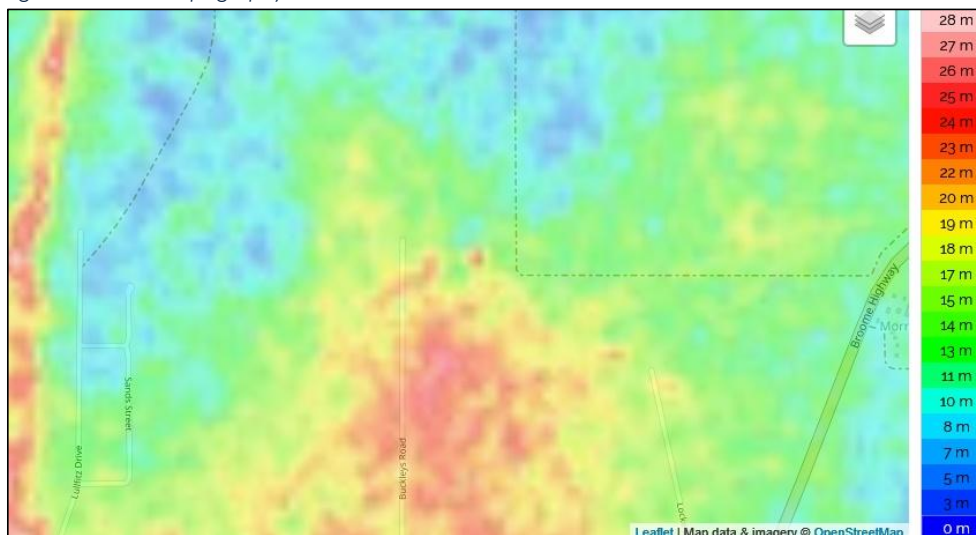
High sea surface temperatures off the north-west coast and increased summer rainfall in the Kimberley and Pilbara have coincided with major shifts in the large-scale atmospheric circulation of the southern hemisphere. These changes include a southward shift in the subtropical ridge and the polar jet stream. In addition to increased annual rainfall, the seasonality (the difference between the rainfall amount in the driest and wettest periods) has also increased in northern WA.

Although the projected rainfall increases are expected to result in increased landfill leachate generation at the Facility, risk assessments and capping designs contained in this LCMP are based on currently available data and do not consider future projections.

3.2 LOCAL TOPOGRAPHY

The Facility is situated midway down a gentle slope running in a northerly direction from a high point south along Buckleys Road.

Figure 3.2 - Local topography



3.3 GEOLOGY

Broome is located within the Canning Basin, a large sedimentary basin covering an onshore area of more than 450,000 km². It spans from the Pilbara Craton in the south-west to the Wunaamin Miliwundi Ranges and Halls Creek Oregon in the north-east.

The basin comprises sequences of folded sedimentary rocks up to 18 km thick (Laws, 1987). Superficial sands and pindan soils of the Quaternary age unconformably overlie the Broome Sandstone of the Cretaceous age.

The soil type within the site is described as 'pindan sand plain'; a light, clayey, fine-grained non-water-repellent sand to silt, which is characteristically deep red due to the iron oxide staining of the quartz grains.

3.4 GROUNDWATER

The depth of groundwater has been measured to be from 7.25m to 12.4m below ground level. Groundwater flow is reported from the north-east to the south-west (Department of Water, 2012a Groundwater Resource Review Dampier Peninsula). Groundwater moves under the influence of gravity down the hydraulic gradient, west towards the ocean, south-west towards the town site, and south towards Roebuck Bay.

The existing licence has conditions requiring the monitoring of groundwater below the landfill to detect any seepage and impacts on groundwater quality. There are currently five monitoring bores around the landfill.

3.5 SURFACE WATER

No permanent or ephemeral surface watercourses are located on the premises or within 5km of the premises. The nearest surface water body is a wetland approximately 320m north of the Facility and consists of saltwater marshes.

The region does experience cyclonic activity that can result in significant high-intensity rainfall events, which produce large quantities of stormwater at the Facility. During extreme rainfall events, the surface flows of stormwater exit the Facility in the north-west corner.

3.6 FLORA AND FAUNA

Table 3.2 lists the location of threatened flora and fauna in relation to the Facility (DWER, 2020)

Table 3.2 - Surrounding threatened flora and fauna

Environmental Receptors	Distance from Prescribed Premises
Threatened and Priority Flora	<ul style="list-style-type: none"> 2150m north-west of the north-western boundary
Threatened Ecological Communities	<ul style="list-style-type: none"> Premises within Mangarr (relic dune system dominated by extensive stands of Minyjara)
Threatened Fauna	<ul style="list-style-type: none"> 1200m west: Falco peregrines, Fregata ariel and Stern hirundo 1000m south: Calidris acuminata, Calidris ruficollis, Charadrius veredus, Fregata ariel, Limosa, Numenius madagascariensis, Tringa nebularia, Tringa stagnatilis, Arenaria interpres, Calidris canutus, Calidris ferruginea, Calidris subminuta, Calidris tenuirostris, Charadrius mongolus, Hirundo rustica, Limosa lapponica, Numenius minutus, Stern hirundo, Calidris alba, Pluvialis squatarola, Sula leucogaster and Tringa glareola

4 LEGISLATIVE CONTEXT

4.1 LICENCE

The Facility is a prescribed site under the Environmental Protection Act 1986 and is managed in accordance with an operating licence issued by the Department of Water and Environment Regulation (DWER). The Facility is governed by Licence Number (L6912/1997/11), which was most recently updated on the 11th of January 2024. A copy of the EPL is provided in **Appendix C**.

4.1.1 *Current licence conditions relating to closure and capping works*

The following licence conditions (current as of January 2024) are relevant to the closure and capping works at the facility:

Condition 25. The licence holder shall divert stormwater away from all active and inactive disposal areas within the premises

Condition 26. The licensee shall ensure stormwater drains on the premise are kept clear to allow for drainage

Condition 27. The licensee shall ensure that stormwater that has come into contact with waste is diverted into a sump on the premises or otherwise retained on the premises.

4.2 BEST PRACTICE GUIDELINES

This LCMP is prepared in line with a risk-based approach and draws from the Closure Plan Risk Assessment (**Section 5**) and the *Best Practice Environmental Management (BPEM) Guidelines: Siting, design, operation and rehabilitation of landfills* (EPA Victoria, 2015). This has been used as there are no Western Australian guidelines.

According to the BPEM Guidelines, best practice rehabilitation of landfills should include consideration of the site after use, settlement and final surface profile, and landfill cap. The required outcomes of best practice landfill rehabilitation are to:

- Consider after use options for the Site
- Ensure that the seepage through the landfill cap is no more than 75% of the anticipated seepage rate through the landfill liner
- Design and construct the best cap practicable to prevent pollution of groundwater and degradation of air quality through the escape of landfill gas
- Design and construct the most robust cap to ensure that the system will continue to achieve the objective in the event of several components of the system failing
- Progressively rehabilitate the landfill.

This LCMP has been prepared to broadly align with the rehabilitation requirements as stipulated with other jurisdictional Best Practice Landfill Guidelines.

5 CLOSURE PLAN RISK ASSESSMENT

A pre-closure risk assessment for the Facility has been undertaken using a Source-Pathway-Receptor analytical model that involves an assessment of the source of potential emissions, identification of potential pathways for migration and delineation of receptors that could be impacted.

For the risk assessment, the key definitions are as follows:

- Source – The prime mover to cause significant contamination or harm to the environment
- Pathway – The route by which potential contamination or harm can migrate
- Receptor – The on-site and off-site location where the impact or harm is registered

5.1 SOURCES OF ENVIRONMENTAL IMPACT

The sources of environmental impact during the operation of the Facility include:

- Fire
- Vermin
- Landfill gas (LFG) / odour
- Leachate
- Dust
- Litter
- Invasive flora species.

5.2 RECEPTORS OF POTENTIAL ENVIRONMENTAL IMPACTS

The possible receptors of the impacts include:

- Surrounding land users – businesses and communities surrounding the Facility
- Surrounding infrastructure – buildings, road corridors, powerlines, etc., in close proximity to the Facility
- Surface water – permanent or semi-permanent surface water that provides a habitat for flora and fauna
- Groundwater – groundwater at the site or from which a water supply may be extracted for industrial or potable purposes.
- Vegetation and flora – on-site and off-site vegetation and flora species (e.g. grass or shrubs)
- Fauna – species whose habitat is within the landfill site or the surrounding area.

5.3 PATHWAYS

The key pathways include:

- Airborne – through which lightweight materials such as dust, odour, and landfill gas travel
- Surface transport – along which the sources of impact can travel (e.g. surface water run-off)
- Sub-surface flow – whereby the underlying soils, bedrock, aquifers, and infrastructure permit contaminants to pass to the soil and groundwater receptors below.

5.4 RISK MATRIX

Risk is defined as a coupled function of likelihood and consequence based on the levels shown in the following sub-sections.

5.4.1 Likelihood

Likelihood is measured in terms of probability, defined on a scale of 1 to 5, based on the following classification:

1. Rare - The risk event may only occur in exceptional circumstances
2. Unlikely - The risk event will probably not occur in most circumstances
3. Possible - The risk event could occur at some time
4. Likely - The risk event will probably occur in most circumstances
5. Almost Certain - The risk event is expected to occur in most circumstances

5.4.2 Consequence

Consequence is categorised as shown in **Table 5.1**. ASK has applied a scale of A – E for ease of reporting.

Table 5.1 - Consequence categories and impact definitions

	Environment	Public health and amenity
Slight (A)	<ul style="list-style-type: none"> On-site impact: minimal Specific Consequence Criteria (for environment) met 	<ul style="list-style-type: none"> Local scale: minimal impacts to amenity Specific Consequence Criteria (for public health) criteria met
Minor (B)	<ul style="list-style-type: none"> On-site impacts: low-level Off-site impacts local scale: minimal Off-site impacts wider scale: not detectable Specific Consequence Criteria (for environment) likely to be met 	<ul style="list-style-type: none"> Specific Consequence Criteria (for public health) are likely to be met Local scale impacts: low-level impact to amenity
Moderate (C)	<ul style="list-style-type: none"> On-site impacts: mid-level Off-site impacts local scale: low-level Off-site impacts wider scale: minimal Specific Consequence Criteria (for environment) are at risk of not being met 	<ul style="list-style-type: none"> Adverse health effects: low-level or occasional medical treatment Specific Consequence Criteria (for public health) are at risk of not being met Local scale impacts: mid-level impact to amenity
Major (D)	<ul style="list-style-type: none"> On-site impacts: high-level Off-site impacts local scale: mid-level Off-site impacts wider scale: low-level Short-term impact to an area of high conservation value or special significance Specific Consequence Criteria (for environment) are exceeded 	<ul style="list-style-type: none"> Adverse health effects: mid-level or frequent medical treatment Specific Consequence Criteria (for public health) are exceeded Local scale impacts: high-level impact to amenity
Severe (E)	<ul style="list-style-type: none"> On-site impacts: catastrophic Off-site impacts local scale: high-level or above Off-site impacts wider scale: mid-level or above Mid to long-term or permanent impact to an area of high conservation value or special significance Specific Consequence Criteria (for environment) are significantly exceeded 	<ul style="list-style-type: none"> Loss of life Adverse health effects: high-level or ongoing medical treatment Specific Consequence Criteria (for public health) are significantly exceeded Local scale impacts: permanent loss of amenity

5.4.3 Risk rating

Risk is assessed on the combination of likelihood and consequence levels by a qualitative risk calculator, with the classification system shown in **Table 5.2**.

Table 5.2 - Risk calculator

Likelihood	Consequence				
	Slight	Minor	Moderate	Major	Severe
	A	B	C	D	E
Almost certainly (5)	5A	5B	5C	5D	5E
Likely (4)	4A	4B	4C	4D	4E
Possible (3)	3A	3B	3C	3D	3E
Unlikely (2)	2A	2B	2C	2D	2E
Rare (1)	1A	1B	1C	1D	1E

The risk rating is given a rating out of four possible levels, with appropriate actions associated with each as follows:

	Low risk	Rectify hazard as appropriate
	Medium risk	Plan and schedule appropriate controls
	High risk	Implement high-level controls
	Extreme risk	Conduct full analysis

5.5 RISK ASSESSMENT

Table 5.3 provides the risk profile for the operational phase of the Facility, including the identified source, pathway, receptor (S-P-R) linkage.

Table 5.3 - Pre-closure risk profile for Facility

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
Landfill Leachate	Community - residents	Subsurface	Leachate migration via groundwater & extraction via bores.	Leachate contaminates the aquifer and is extracted for non-potable use through groundwater bores.	Unlikely	Moderate	Medium (2C)	Groundwater flow is reported to be from the north-east to the south-west (Department of Water, 2012a Groundwater Resource Review Dampier Peninsula). The closest residential site is located approx. 900m to the west of the site (Sands Drive) and 1700m to the south (Fairway Drive). Given these distances, there would be significant contaminant attenuation, and concentrations at potential points of extraction would likely be below the limit of detection. Abstracted groundwater from private bores should not be used for potable purposes, thereby limiting potential health risks.
	Offsite Ecological Receptors – Surface water bodies (saltmarsh)	Subsurface	Vertical and lateral migration of leachate within the groundwater.	Leachate contaminates the aquifer and has adverse impacts on these receptors & associated ecosystems.	Rare	Minor	Low (1B)	Groundwater flow is reported to be from the north-east to the south-west (Department of Water, 2012a Groundwater Resource Review Dampier Peninsula). Given the direction of the groundwater flow and the location of the surface water body, approx. 320m to the north of the facility, it is rare that potentially contaminated groundwater will impact this receptor
	Offsite Ecological Receptors – Surface water bodies (saltmarsh)	Surface	Leachate migration via surface water run-off.	Contaminated surface water run-off impacting the ecological receptors.	Unlikely	Minor	Low (2B)	The distance to the nearest surface water is 320m to the north of the site. It is highly unlikely that, given this distance, surface water run-off from waste storage areas and cells may be emitted following periods of sustained and heavy rainfall. Contaminant concentrations are expected to be below the limit of detection or extremely low due to the significant dilution that would occur if rainfall was sufficient to carry leachate to these receptors.
	Onsite Ecological Receptors – Bushland flora/fauna	Surface	Leachate migration via surface water run-off.	Contaminated surface water run-off impacting the ecological receptors.	Possible	Minor	Medium (3B)	It is possible that surface water run-off from the site may cause minor impacts to these receptors and associated ecosystems located in close proximity to the site.

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
		Subsurface	Vertical migration of leachate within the groundwater.	Contaminated groundwater may impact deep-rooted flora.	Rare	Minor	Medium (3B)	It is possible that deep-rooted flora in close proximity to existing and historic waste cells may be impacted by leachate.
Landfill gas – explosive & asphyxiant gases	Site users and workers	Air	Landfill gas migration via direct venting into the atmosphere.	Asphyxiation & explosion caused by the landfill gas.	Rare	Major	Medium (1D)	Any landfill gas generated will be rapidly dispersed and oxidised.
Landfill gas – odour	Site users and workers	Air	Landfill gas migration via direct venting into the atmosphere.	Nuisance caused by the odour. Odour can be detected near the landfill surface.	Likely	Minor	Medium (4B)	It is likely that odour will be detected near the landfill surface and in close proximity to exposed waste.
Landfill gas – odour	Community-residents	Air	Landfill gas migration via direct venting into the atmosphere.	Nuisance caused by the odour. Odour can be detected near the landfill surface.	Unlikely	Slight	Low (2A)	The closest residential site is located approx.. 900m to the west of the site (Sands Drive) and 1700m to the south (Fairway Drive). Given these distances, there would be a significant dilution of potential odours from landfill. There are minimal exposed faces, and the use of daily cover material further negates potential impacts.
Landfill Fires	Site users and workers	Air	Burning waste emits smoke containing toxic compounds.	Bushfires causing a landfill fire. The combustion of waste materials can result in dangerous toxic emissions that includes dioxins, sulphur dioxide, lead, and mercury.	Possible	Moderate	Medium (3C)	Site workers can be potentially exposed to fires as part of the day-to-day operations or while attempting to extinguish minor fires.
	Community - residents				Unlikely	Moderate	Medium (2C)	It is unlikely that toxic smoke emissions will impact surrounding sensitive receptors given the dilution and distance factors of these receptors from the facility.

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
Dust	Community - residents	Air	Dust from site works, access roads and earthworks becoming airborne.	Nuisance caused by dust and health impacts from particulate matter.	Unlikely	Minor	Medium (2B)	The closest residential site is located approx. 900m to the west of the site (Sands Drive) and 1700m to the south (Fairway Drive). Given these distances, it is highly unlikely that dust emissions will reach the residential area; furthermore, there would be significant dilution of any potential dust emissions from the landfill.
Pests, Vermin and disease vectors	Offsite Ecological Receptors – Bushland flora & fauna	Surface & Air	Exposed waste may be used as a food source by vermin, and introduced fauna species, such as rodents, dogs, and cats and could result in elevated population levels.	Populations of vermin and introduced fauna species can negatively impact the surrounding natural fauna and flora.	Possible	Moderate	Medium (3C)	Exposed waste may attract vermin and fauna species causing increased populations in the vicinity of the landfill.
	Community – residents	Surface & Air	Exposed waste and ponded water can facilitate the breeding of disease vectors that are capable of impacting the community.	Flies, mosquitoes and rats can spread disease to humans and negatively impact the community amenity.	Unlikely	Moderate	Medium (2C)	Water can pond on-site during the wet season and periods of high rainfall.
Invasive flora species	Offsite Ecological Receptors – Bushland flora & fauna	Air, surface water run-off, and animal	Invasive weed species from seeds in waste received spread to the surrounding environment.	Invasive flora species impact the ecological value of the surrounding area.	Likely	Minor	Medium (4B)	Weed species will likely be present at the Facility due to waste being received that contains seeds. If left to become well established, weeds are likely to spread to the surrounding ecosystems where controlling them becomes more difficult and costly.

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
Litter	Community – residents	Air	Litter blown in the wind.	Mainly visual impact.	Rare	Slight	Low (1A)	Due to the long distance, the wind-blown litter is unlikely to reach the receptor, and the impacts are mainly visual (i.e. minor).
	Offsite Ecological Receptors – Bushland flora & fauna				Likely	Minor	Medium (4B)	It is likely that some wind-blown litter will enter the surrounding bushland, but the impacts are mainly visual (i.e. minor).

6 REHABILITATION DESIGN

The 2014 closure management plan, and the engineering design for the closure measures detailed within it, are based on the BPEM Guidelines (EPA Victoria, 2015), as this was the document the WA regulators required the industry to refer to at the time. The WA DWER no longer specifically refers to BPEM; however, its broad objectives are generally appropriate, including rehabilitation to ensure that landfills are rehabilitated to minimise the seepage of water into the landfill and maximise the collection and oxidation of landfill gas from landfills.

The rehabilitation measures detailed within this section meet outcomes including:

- The seepage through the landfill cap is less than the anticipated seepage rate through a basal liner.
- Design and construction of the cap to minimise pollution of groundwater and degradation of air quality.
- Design and construction of the cap to ensure that the system will continue to protect the environment in the event of several components of the system failing.
- Development of a post-closure management plan to ensure that the site no longer poses a risk to the environment for at least 25 years after the site stops receiving waste.
- Progressive rehabilitation of the landfill.

Progressive rehabilitation of a landfill involves the closure and rehabilitation of each cell once filling is completed during the operating life of the landfill. These works are effectively a staged closure of the landfill that occurs while the operational site is being filled. Landfill cell rehabilitation works include:

- Capping and revegetation in accordance with regulatory requirements
- Where required, installation and ongoing maintenance and replacement of gas and leachate collection infrastructure
- Decommissioning of infrastructure no longer required.

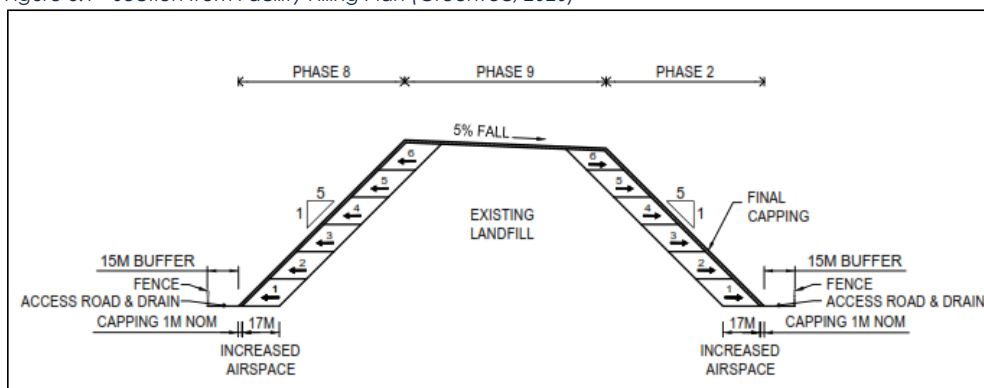
Environmental and management benefits of progressive rehabilitation, specific to Buckleys Road landfill, include:

- Minimising the risk to the adjacent EDL facility
- Minimising the generation of leachate and offensive odours
- Facilitating materials budgeting through the staged use of capping materials over the life of the landfill
- Achieving cost recovery during the operational life of the landfill
- Completing rehab works while waste management personnel and plant are still based on-site
- Refining the capping design and construction methods based on experience and cap performance
- Meeting financial assurance requirements.

Implementation of progressive rehabilitation at a landfill should be consistent with the landfill closure plan.

The above-ground cells should be marked on-site to provide a defined cell for waste placement and to provide the site operators with a guide to the waste depth and final heights required. Then, as each area at the site gradually achieves the final profile, it can be capped and rehabilitated as shown in **Figure 6.1**.

Figure 6.1 - Section from Facility Filling Plan (GreenTec, 2020)



6.1 FILLING RATE

As a result of the improved operational practices, the Shire has reduced the utilisation of airspace from 40,000 cubic metres in 2019-20 to an average of 25,600 cubic metres per year between the period of October 2022 – Dec 2024. This reduced rate of airspace use has increased the remaining operational life of the landfill.

The average waste compaction rate during this period is 1.29 tonnes per cubic metre, which is high for a landfill of this size. Over this time, several areas in the landfill, with large quantities of buried soil were identified. This soil was excavated to create additional airspace and stockpiled for daily cover and capping works. These excavation areas may not have been included in the survey calculations, suggesting the actual airspace consumption rate may be higher than the surveyed rate of 25,600 cubic metres per year.

Two scenarios have been used to project the landfill's remaining operational life for the Shire. These projections are based on average airspace usage from October 2022 to December 2024. Changes in waste landfilling, cover material use, or compaction rates will impact this rate. A soil stockpile recorded by the survey has been accounted for. The two scenarios are summarized below.

6.1.1 GT airspace calculation with 10% less airspace consumption

Greentec's airspace calculation for the landfill, based on the latest survey and proposed final landform, shows a remaining fill volume of 141,764 cu.m as of 13 December 2024. Additionally, there is a cut volume of 25,413 cu.m, possibly from capped areas surveyed higher than the 'top of waste' landform.

If considered a 'best case scenario', the landfill has approximately 139,000 cu.m of airspace remaining. This scenario assumes 10% less waste, better compaction, or less cover soil used. Under these conditions, the landfill airspace could be exhausted by January 2031.

6.1.2 MNG airspace calculation with 10% more airspace consumption

MNG completed recent surveys and an airspace calculation at the landfill, based on their latest survey and the proposed final landform. The model indicated 141,006 cu.m of fill volume remaining as of 13 December 2024. MNG also identified a 'cut' volume of 42,274 cu.m that exceeded the final landform or had less than 1m depth left to fill, assuming these areas won't be reused operationally. Under this 'worst case scenario', the total remaining airspace would be around 96,000 cu.m.

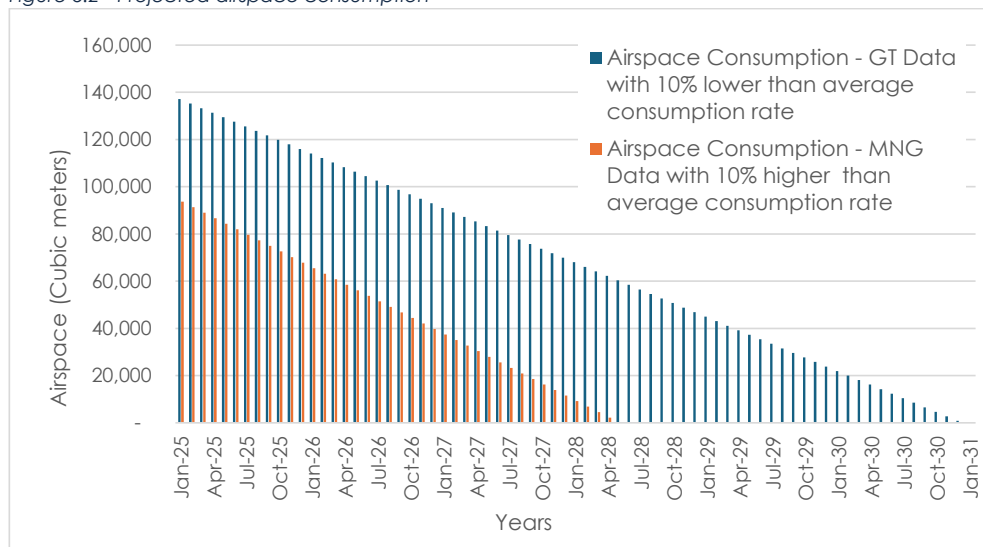
Using an average airspace consumption rate plus 10%, the model assumes more waste, poorer compaction, or more cover soil used. This scenario, which may be the more accurate projection if the excavated airspace generated from the removed excess soil mentioned above, is not reflected

in the topographic survey calculations. This scenario projects that the landfill airspace will be exhausted by May 2028.

6.1.3 Operational life projection

The estimated airspace consumption over the remaining operational life of the landfill is shown in **Figure 6.2** for both scenarios and suggest the airspace at the landfill will be fully consumed at a date between May 2028 to Jan 2031.

Figure 6.2 - Projected airspace consumption

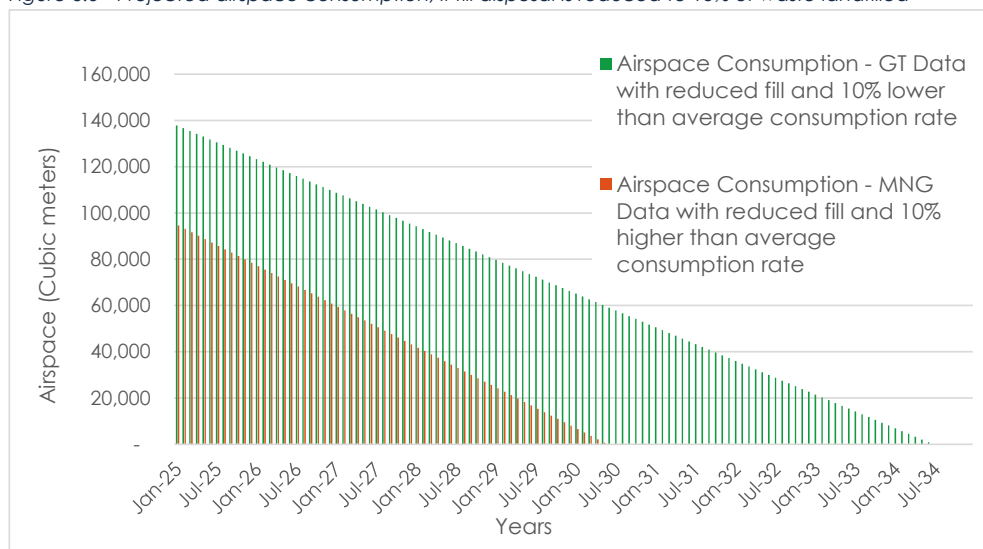


6.1.4 Reduced disposal of fill material

The Shire has accepted significant quantities of fill material at the landfill for disposal over the last four years (see **Section 2.7**). The proportion of fill landfilled has been on average 45% of the total landfilled material. The operational requirements for fill at the site as cover material is approximately 15% of 'waste' disposed. If the Shire introduce a gatefee for fill material, the quantity received is likely to decrease. Using this economic mechanism the Shire should aim to reduce the amount of fill received to the volume needed for operations only, thus preserving airspace and extending the operational life of the landfill.

The operational life projection has been remodelled based on this reduction in fill material landfilled, and is shown in **Figure 6.3**, the modelling has the same parameters and assumption as summarised above, but with a reduction in fill from 45% to 15%. This results in a extension in projected operational life for the landfill to between June 2030 to June 2034, or approximately three additional years of life.

Figure 6.3 - Projected airspace consumption, if fill disposal is reduced to 15% of waste landfilled



6.2 PROPOSED FUTURE USE

The post-closure use of the site has not been decided by the Shire. Considering the proximity of the EDL facility and the risks this presents, the use of the site for any future waste management or recycling activities (such as a transfer station) should undergo a comprehensive risk assessment and include measures in the design to accommodate the risks associated with waste materials stored next to a gas facility in a cyclone area.

Considering the potential issues at the site leading from the historic uncontrolled disposal of waste and poor management practices during the initial operations at the Facility, ASK would suggest the post-closure use of the site is limited to a restored area of natural vegetation. Public access should not be encouraged until the site has completed most of its secondary settlement and the cap vegetation is mature. This could be 5 – 10 years after site closure, and a site assessment should be made prior to any change of use for the site.

6.3 PROPOSED FINAL LANDFORM

Maximising the available airspace at the Facility is essential to increase its operational life and conserve the valuable asset of established airspace. As such, the final footprint for the waste disposal area includes the reduced internal buffer and the extension area to the west (currently used for domestic waste drop-off).

Designs for the phased closure of the landfill that comply with the objectives and requirements of BPPEM have been developed for the site. The key objectives for the closure designs include the following:

- Ensuring that all waste materials are covered to mitigate long-term environmental impacts
- Final profile and slopes that are greater than 1V:20H (5%) and less than 1V:5H (20%) to:
 - Ensure the long-term stability and integrity of the capping material and containment layer
 - Promote natural surface water run-off
 - Provide an aesthetically acceptable landform

- Minimise long-term maintenance requirements.
- Facilitate phased capping of the landfill.

The proposed final landforms for each stage are discussed in the following sub-sections.

6.3.1 Stage 1: Existing above-ground 'pyramid' waste disposal area

The final landform for the existing waste disposal area includes the following:

- An unlined expansion of the current landfill footprint to within 15m of the premise's boundary in line with DWER Amendment Notice (24/01/2020)
- The final cap gradients at 1(v):5(h)
- The landfill peak has an approximate RL of 35m and is a slightly sloped area approximately 25m wide to ensure precipitation run-off
- Stormwater infrastructure, including sediment and erosion control measures on slopes and a batter (drainage) chute running adjacent to the access road to the top of the landfill to aid controlled precipitation run-off.

6.3.2 Stage 2: Extension area

This area expands the landfill footprint within the prescribed premise's boundary into the portion of the site currently used for community waste and recycling drop off, water tanks, standpipe and the Rangers compound. This area is understood to be previously utilised for landfill, with several historic trenches containing asbestos and medical waste. The final landform of this area includes the following:

- Landfill to within 15m of the premise southern boundary. The western edge of the landform in the contingency area is approximately 50m from the boundary of the premises
- The final cap gradients at 1(v):5(h)
- The final landform within the contingency area builds to a ridge at an approximate RL of 25m connecting the existing landform building to the landfill peak
- Stormwater infrastructure, including sediment and erosion control measures on slopes and batter (drainage) chutes running adjacent to the access road to the top of the landfill, to aid controlled precipitation run-off.

The proposed final design is shown in **Figure 6.4**, and a plan showing the two stages is shown in **Figure 6.6**. The plans of the final landform are provided in A3 format in **Appendix A**.

Figure 6.4 - Proposed final landform - top of waste (Greentec 2021)

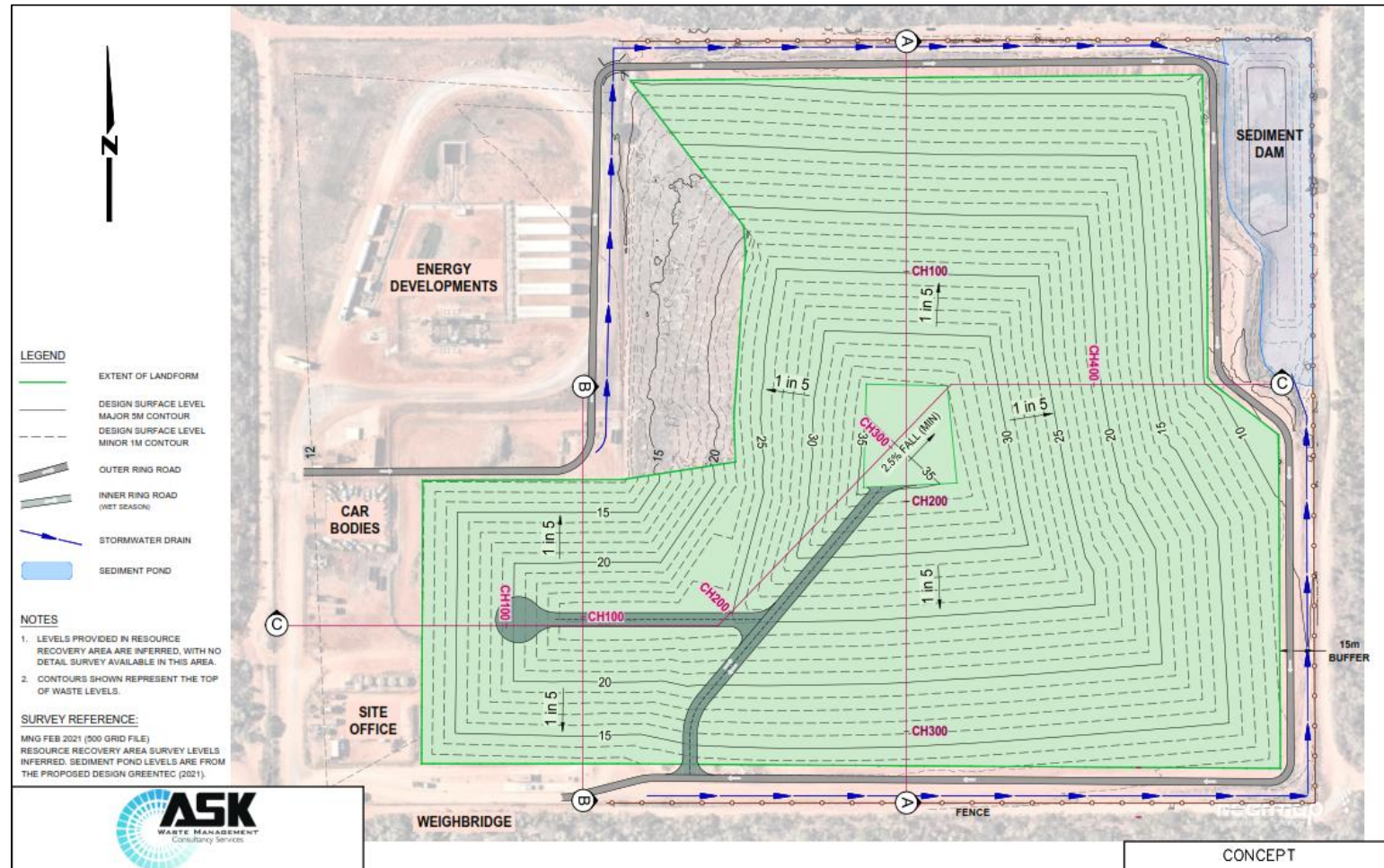


Figure 6.5 - Proposed final landform - top of the cap (Greentec 2021)

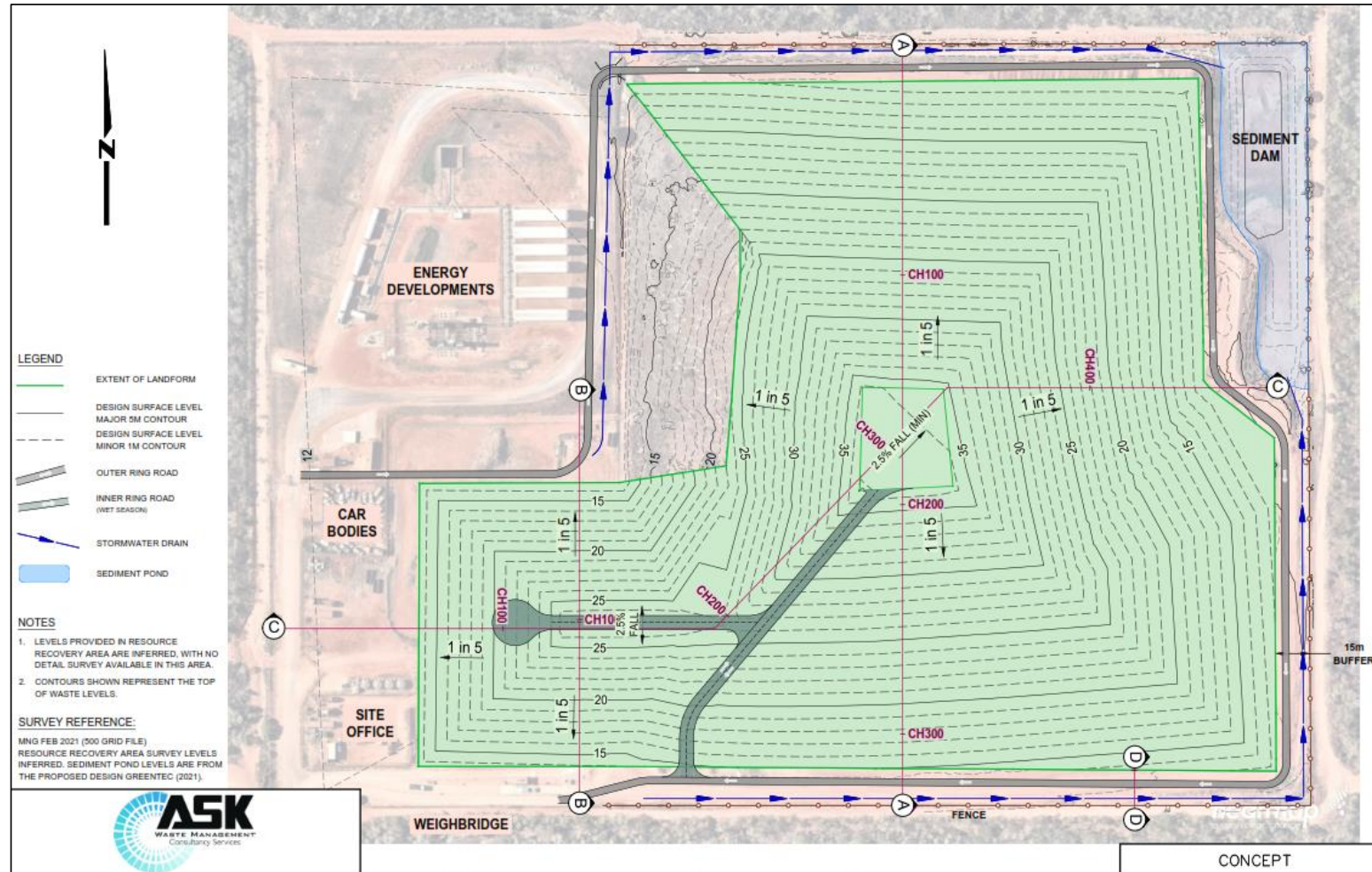
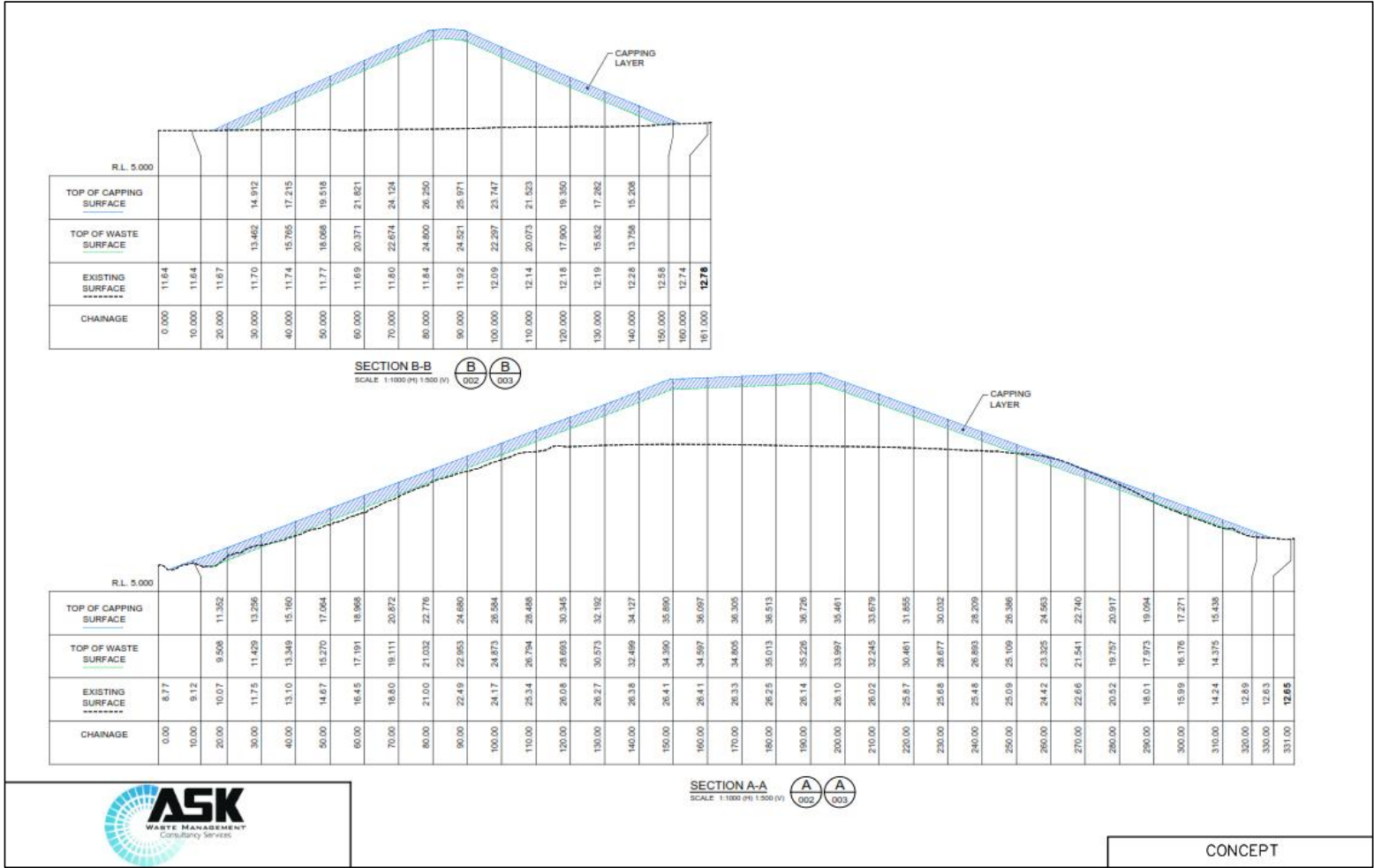
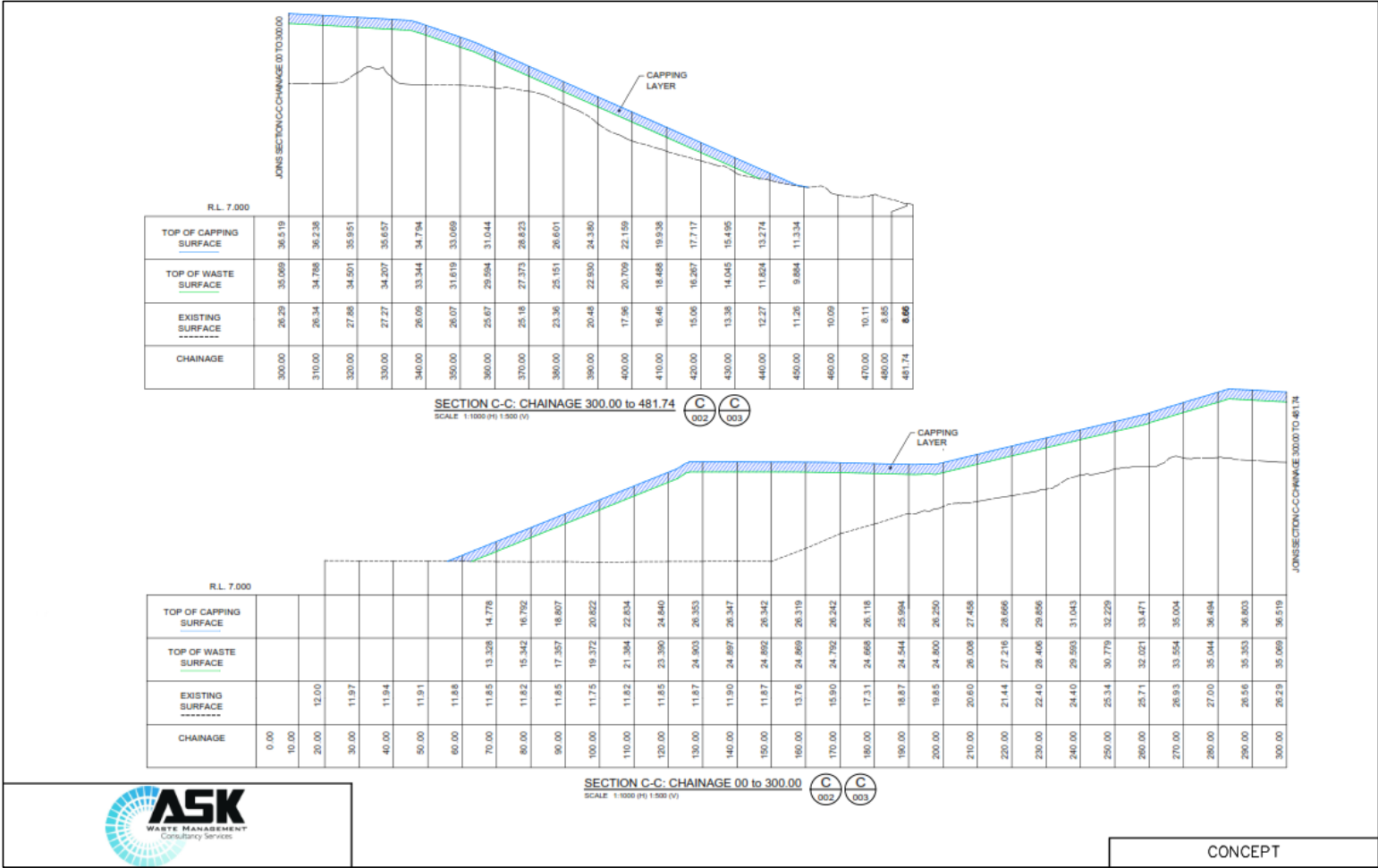


Figure 6.6 – Sections of the proposed final landform (Greentec, 2021)





6.4 PHASING OF SITE (FILLING PLAN)

The appropriate establishment of waste disposal cells, waste placement, compaction and covering of waste in line with best practice standards is important as it:

1. Establishes waste disposal cells in a logical order to ensure progressive capping and rehabilitation are promptly achieved, thus minimising environmental impacts from uncapped active areas of the landfill.
2. Maximises landfill airspace use and increases the lifespan of the landfill.
3. Minimises soil covering costs and allows for the use of any cover and capping materials that become available during the operational life of the landfill.

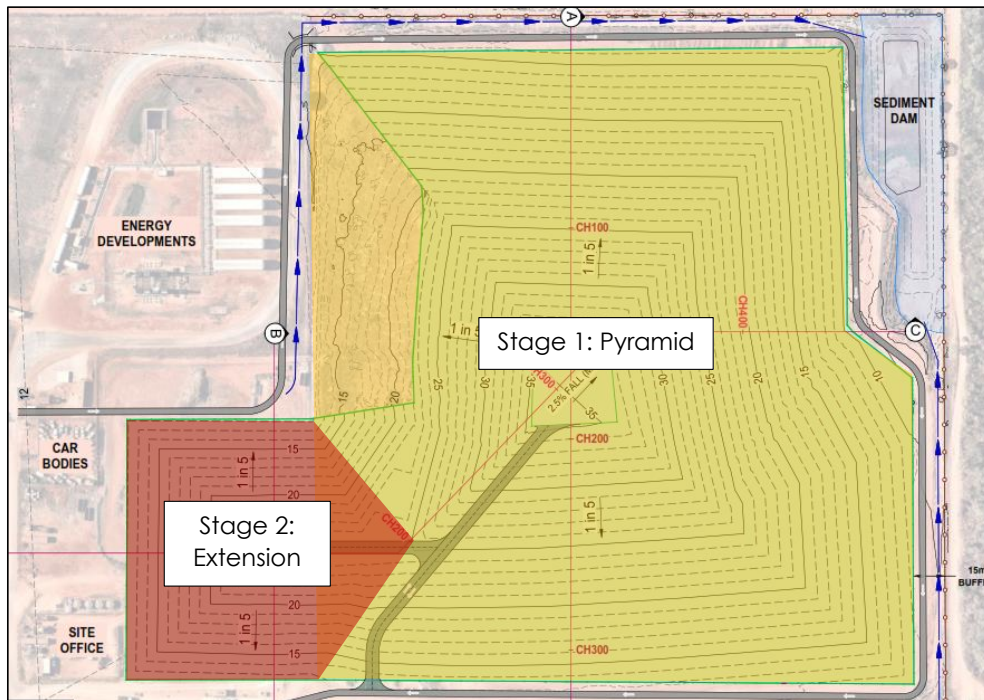
The increased landfill footprint through the reduction of the landfill buffers has involved the scraping back of the existing capping materials in some portions of the site to allow for additional waste disposal. Filling of the waste mass to achieve the final landform will be undertaken in phases.

Once the capping material has been removed from each area and stockpiled for future use, waste can be placed and compacted until the final landform contours are achieved. If waste disposal ceases in an area for more than three months before the final levels are achieved, that area should be covered with 300mm of intermediate cover. This is to minimise the risk of impacts on the environment. The intermediate cover should be removed prior to waste disposal continuing in this area.

The above-ground waste disposal areas should be marked to provide a defined cell for waste placement and the site operators with a guide to the waste depth and final heights required. As each area achieves the final landform, it can be capped and rehabilitated.

Progressive capping will reduce contaminated stormwater and leachate generation, spread rehabilitation and closure costs, and allow for initial settlement to take place before final capping is placed. It will also improve the site's aesthetics once suitably vegetated. Vegetation of the side slopes will also reduce soil erosion and sedimentation of the stormwater infrastructure.

Figure 6.7 - Stages of the Facility filling plan



6.5 CAPPING SYSTEM DESIGN

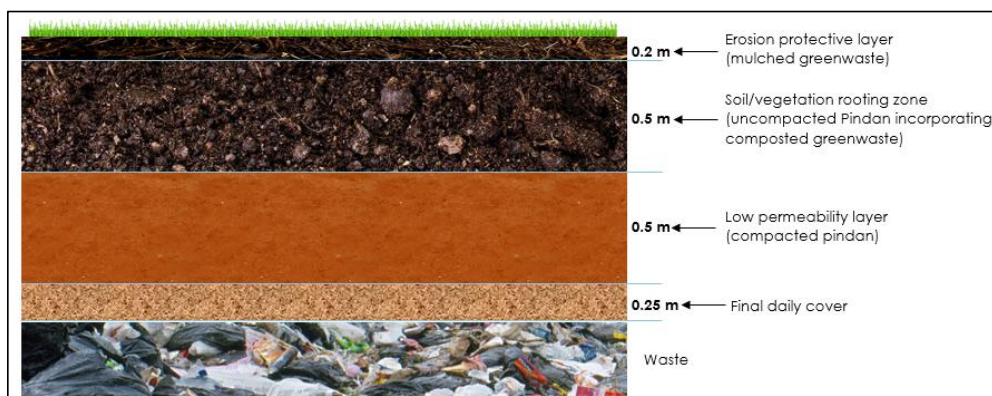
The landfill cap forms a major component of the closure of the Facility. Therefore, the design objectives for the final landform and cap are as follows:

- Minimise infiltration of water into the waste, ensuring that the infiltration rate does not exceed the seepage rate through the base of the landfill.
- Provide a long-term stable barrier between waste and the environment.
- Improve the visual amenity of the site.
- Provide a physical barrier to the waste body, minimising the risk to the EDL facility.
- Manage surface water flows to minimise the potential for leachate generation and surface ponding.

The Buckleys Road landfill is unlined; therefore, the base of the cells and historic trenches are constructed from naturally occurring subsoils (Pindan sands). The risk assessment completed in **Section 5.5** has been used to determine an appropriate capping design, as shown in **Figure 6.8**. The design reflects the risk presented by the Facility and BPEM guidelines and local factors.

This cap design was used for the 2012 LCMP and was accepted by DWER, provided the first stages of capping were assessed to ensure it would withstand the rainfall events experienced in Broome. The western batter of the landfill was capped in 2017; since then the cap has withstood several large rainfall events and cyclones with minimal erosion.

Figure 6.8 - Proposed cap design



The cap comprises of the following layers.

Erosion protection layer. Due to the intensity of rainfall events in the region and the final slopes of the sites, a 200mm layer of coarse mulch will be required to minimise the risk of cap erosion until vegetation has become established. The mulch can be produced from greenwaste received at the facility. However, to avoid the introduction of weed seeds, the mulch must be adequately pasteurised (composted), or a weed spraying program should be implemented.

Research has shown that using a layer of greenwaste over bare soil at landfill sites can reduce run-off by 50% and total suspended sediments (TSS) by 98% (Brodie, 2009).

Soil/vegetation rooting zone. This 500mm layer of soil will provide the rooting zone for the cap's vegetation. It can be produced with uncompacted local soils (Pindan), and composted greenwaste can be applied and incorporated within this layer to improve the soil's ability to support the vegetation planted on the cap.

The greenwaste received at the facility is already shredded and windrowed. Once this material has been shredded, it can be screened into mulch (larger-sized material) and composted fines (small soil-like material). The 'fines' can be mixed into the soil layer to improve the soil quality, and the coarse mulch can be used as the erosion protection layer. It has been the Shire's experience that the greenwaste contains few weed seeds; however, a weed spraying program should be implemented once the cap has been constructed.

Low permeability layer. Considering the lack of locally available clay and the DWER advice to ensure some rainfall infiltrates into the waste body to aid biological activity (Per com, Damian Thomas 2011), a 500mm layer of compacted Pindan sand will be used. Emery *et al.* (2003) state that static compaction with a natural dry back will maximise the strength of the capped layer.

The soil at the facility has undergone permeability testing at normal field density and moisture conditions. The coefficient of permeability was recorded at $6.9E^{-7}$ in these tests (SGS, 2009). Therefore, it can be expected that the compacted pindan suggested for the cap's low permeability layer would achieve a lower result, possibly in line with the testing completed for the maturation pond at Water Corporations Crab Creek WWTW, where results between 1.1×10^{-9} – 2.5×10^{-8} have been recorded for the compacted Pindan sands (DEC, 2009). Therefore, the layer of compacted pindan will provide the low permeability barrier required to limit the infiltration of water into the waste body.

The combination of surface run-off from the contoured capping layer, evapotranspiration from the vegetation, evaporation from the mulch and soil layers, together with the compacted layer of Pindan sand, are expected to provide the 'less than 75% seepage rate' required for best practice.

Final daily cover layer. A final daily cover layer of 250mm should be spread over the last layer of waste and appropriately compacted to ensure a stable, uniform layer with no exposed waste that the capping can be constructed over.

Therefore, any suitable soil material for the soil/rooting layer received at the site during its remaining operational life should be stockpiled in preparation for rehabilitation works.

6.5.1 Vegetation

The landfill will be rehabilitated to natural vegetation after its closure; therefore, the plantings should be of species found in the surrounding natural vegetation.

Advice should be sought regarding suitable species indigenous to the area and local provenance. To avoid inappropriate planting, ensure the species are adaptable to the local climate; and enhance the local habitat. For example, Roebuck Plains Couch is a rapidly growing local species that may provide a suitable ground cover.

Shallower rooting species should be used, as any roots penetrating the low permeability layer into the waste body may provide a conduit for water to flow through the cap. In addition, as the waste is likely to produce small quantities of methane (a toxic gas to flora) for a number of years after capping, any roots penetrating the cap would be exposed to methane and possibly result in the death of the plant.

7 SURFACE WATER MANAGEMENT DESIGN

A surface water management design for the Facility has been developed to manage the environmental risks associated with the infiltration of surface water into the waste mass and minimise leachate production.

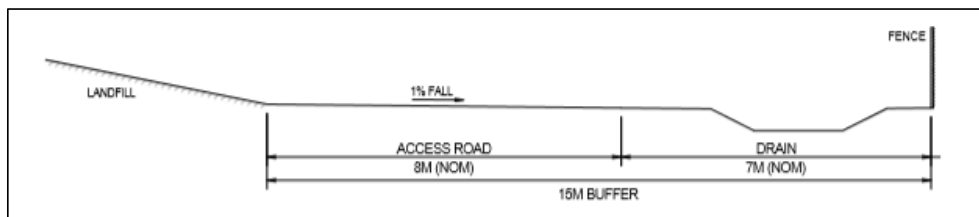
7.1 DESIGN OF SURFACE WATER MANAGEMENT INFRASTRUCTURE

The key design features utilised to achieve these objectives include:

- Implementation of a best practice capping and surface water management system over the landfill.
- Development of a perimeter drainage system along the toe of the landfill to collect stormwater.
- Diversion of stormwater away from the waste cell into the sediment dam to capture any water-borne litter and soils (eroded during high-intensity rainfall events) prior to controlled discharge off-site.
- Incorporation of measures into the capping system to direct surface water from the landfill cap to the stormwater drains, such as contour drains and batter chutes.

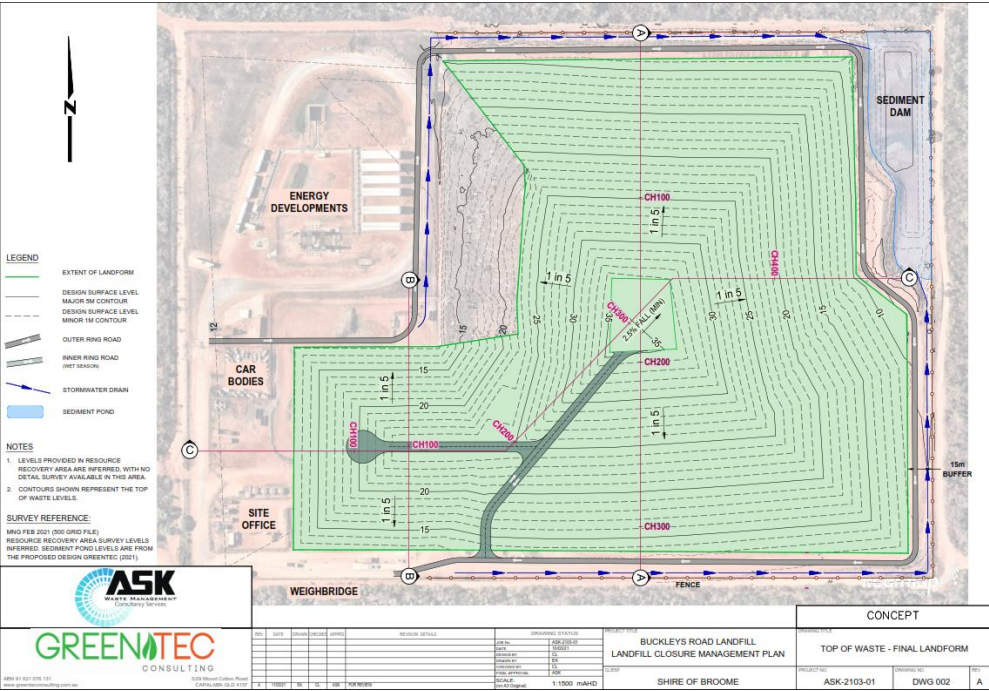
The design of the final slopes of the active area has been developed to minimise rainfall from infiltrating through the body of waste. In addition, to prevent stormwater from flowing into the filled area of the site and carry away surface water run-off from the capped area, surface drains will be constructed around the perimeter of the waste body. The schematic layout of the drains at the foot of the waste batter is shown in **Figure 7.1** for ease of understanding; it has been slightly modified to reflect the amended post-closure slopes.

Figure 7.1 - Typical final section through 15m buffer (Greentec, 2020)



A conceptual stormwater management design is shown in **Figure 7.2** and is also shown in **Appendix A**. The Shire has already produced a detailed design for an appropriate sediment pond, and the design is contained within a separate report produced by GreenTec Consulting.

Figure 7.2 - A conceptual stormwater management design



8 LANDFILL GAS MANAGEMENT DESIGN

Landfill gas (LFG) is a natural by-product of the anaerobic biological decomposition of the organic fraction of solid waste disposed of in putrescible landfills. LFG consists primarily of Methane (CH₄) and Carbon Dioxide (CO₂) but may contain many other constituents in small quantities.

Once the LFG has been generated, it often moves through and out of the landfill via the path of least resistance. If the LFG moves out of the landfill into the surrounding soils, it is called "migration". If it moves out of the landfill through the landfill cover into the atmosphere, it is called "emissions". In either case, the LFG can significantly impact the environment, human health, and safety.

The Facility currently has no gas migration monitoring points or gas management infrastructure. The formation of gas is likely to continue for some years.

8.1 LANDFILL GAS CONTROL AND MODELLING

Landfill gas (LFG) can be controlled by installing active systems where the system uses a vacuum to extract the landfill gas generated, or passive systems, like active but with no vacuum pump that collects and combusts the gases they no longer pose environmental and health issues.

The Victorian EPA (2015) *Siting, Design, Operation and Rehabilitation of Landfills* suggest active systems are used for moderate to large generation rates of landfill gas (> 250 m³/hr), whereas passive systems are used for smaller rates of landfill gas generation (< 250 m³/hr). Furthermore, as outlined in the landfill guidelines:

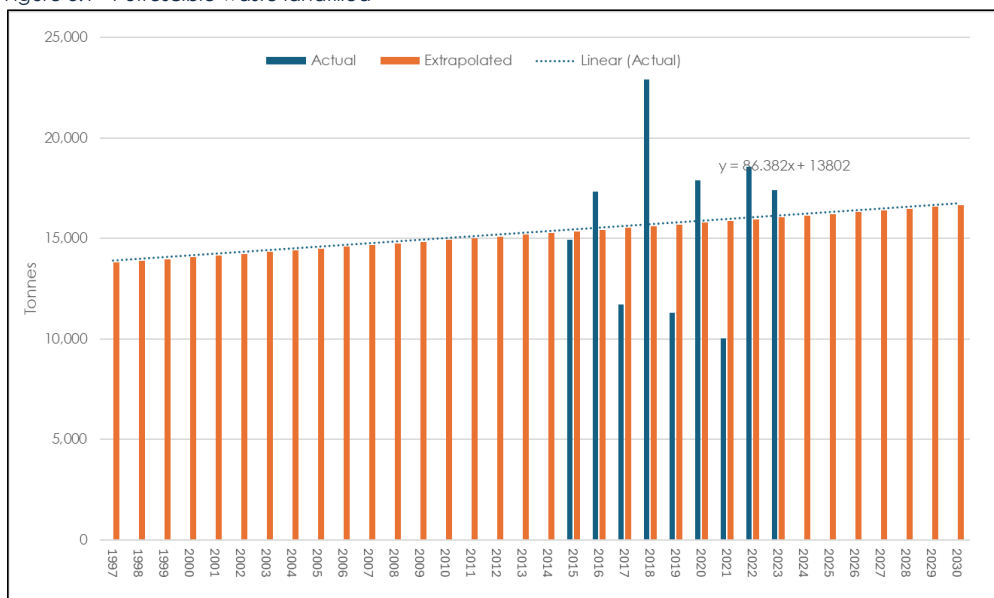
- Methane concentrations associated with LFG emissions are not to exceed the following:
 - Landfill surface final cap 100 ppm
 - Within 50mm of penetrations through the final cap 100 ppm
 - Landfill surface intermediate cover areas 200 ppm
 - Within 50mm of penetrations of intermediate cap 1,000 ppm
 - Subsurface geology at the landfill boundary 1% v/v methane
 - Subsurface services on and adjacent to landfill site 10,000 ppm
 - Building structures on and adjacent to landfill site 5,000 ppm
 - Landfill Gas flares 98% destruction efficiency

As a first-order assessment of the need for an LFG management system at the Facility, LFG generation modelling has been undertaken using the USEPA landfill gas emissions estimation model (LandGEM) for the existing waste disposal area.

Waste quantity data for nine financial years (2015-16 to 2023-24) was used to estimate and plot the total quantity of putrescible waste capable of producing LFG that was landfilled each year². A linear trend line was applied with the equation $y = 86.382x + 15357$. This trendline was used to extrapolate waste quantities forward to 2030 and back to 1997 as shown in **Figure 8.1** below. This resulted in approximately 13,800 tonnes in 1997 increasing linearly to 16,650 tonnes in 2030.

² MSW and C&I waste streams.

Figure 8.1 - Putrescible waste landfilled



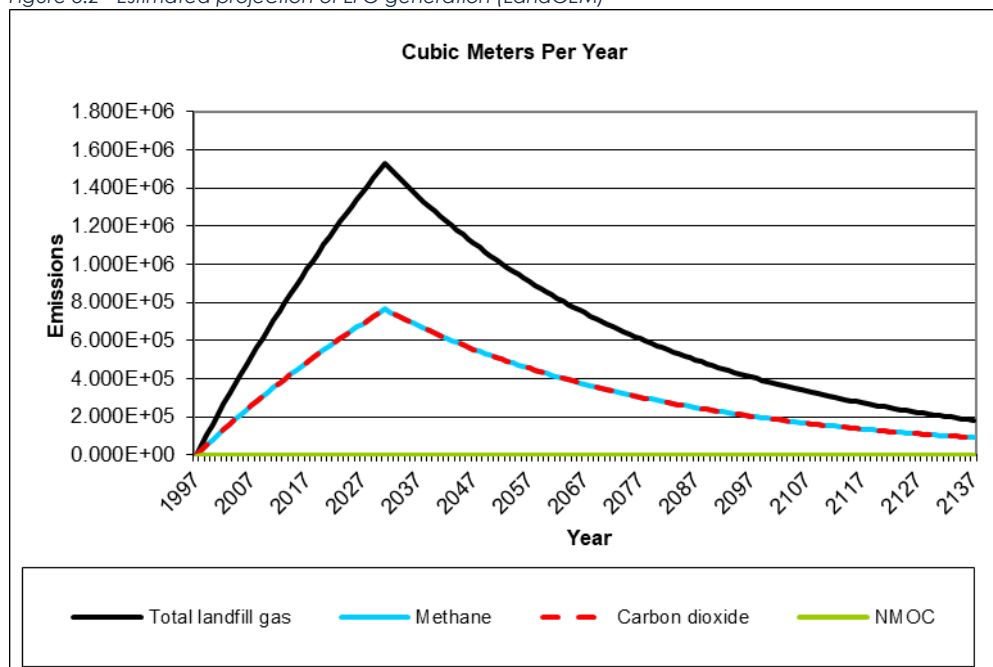
The waste quantities used in the model over this period have been restricted to putrescible waste, with the following parameters assigned:

- Methane generation decay rate (k) 0.02/year
- Potential methane generation capacity of waste (L0) 100m³/tonne
- NMVOC concentration (Default Value) 600pmv (as hexane)
- Methane Content 50% by volume

The operational timeframe used for modelling is from 1997 to 2030, in line with the estimated range of the remaining operational life for the landfill. This represents a total operating period of some 34 years and conservatively assumes that the waste materials have not stabilised.

The estimated generation of landfill gas will peak at 1,529,000 m³/yr upon closure in 2031 (**Figure 8.2**); this is equivalent to a peak landfill gas generation rate of 174 m³/hr of LFG. In comparison, a one-megawatt LFG generator needs 530 – 630m³/hr to operate.

Figure 8.2 - Estimated projection of LFG generation (LandGEM)



8.2 LANDFILL GAS MANAGEMENT SYSTEM

Based on the results observed in the modelling, a passive landfill gas management system to control gas emissions is justified. Therefore, a staged approach to the development of the site's gas extraction system is recommended. This approach will involve the following steps:

- Step one: A detailed preliminary design of an appropriate landfill gas management system should be completed by a landfill gas company or engineer before the first stage is completed, to determine the most appropriate LFG management system.
- Step two: Installation of the recommended LFG system as part of capping of stage 1 (Pyramid area).
- Step three: Once the first stage of the landfill is capped and the passive vents have been installed, a gas field analysis should be completed to determine the quantity and quality of the landfill gas (LFG) emissions.
- Step four: Assess the actual quantity and quality of LFG emissions, as opposed to the modelled outcomes, to define the final design of an appropriate landfill gas management system. Actual emissions may require a modification to the initial LFG system.

The LFG management system should be easy to use, construct and maintain and be made from materials suitable for the local environmental conditions and be able to operate in corrosive environments.

Active and passive landfill gas extraction wells are the same design and can be used interchangeably between both systems. Horizontal gas wells are used during landfilling operations and may be superseded by vertical gas wells once an area has been completely filled, and intermediate and final cover materials have been placed (BEPM, 2015).

9 REVISED RISK ASSESSMENT

A post-closure risk assessment for the Facility has been completed using the Source-Pathway-Receptor analytical model as detailed in **Section 5.3**, which involved an assessment of the source of potential emissions, identification of potential pathways for migration and delineation of receptors that could be impacted.

The risk assessment covers all potential emissions from the landfill, including landfill gas and groundwater contamination. The findings of the risk assessment for the Facility following closure, capping and rehabilitation are summarised in **Table 9.1**.

Table 9.1 – Post-closure risk profile for Facility

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
Landfill Leachate	Community – residents	Subsurface	Leachate migration via groundwater & extraction via bores.	Leachate contaminates the aquifer and is extracted for non-potable use through groundwater bores.	Rare	Minor	Low (1B)	The landfill will be capped, and this will reduce impacts on leachate generation. Groundwater monitoring will be undertaken as part of the post-closure management measures to provide data on groundwater quality and performance of the cap and water management on site.
	Offsite Ecological Receptors – Surface water bodies (saltmarsh)	Subsurface	Vertical and lateral migration of leachate within the groundwater.	Leachate contaminates adverse impacts on these receptors & associated ecosystems.	Rare	Minor	Low (1B)	
	Offsite Ecological Receptors – Surface water bodies (saltmarsh)	Surface	Leachate migration via surface water run-off.	Contaminated surface water run-off impacting the ecological receptors.	Rare	Minor	Low (1B)	Surface water management measures will mitigate any potential impacts on offsite ecological receptors.
	Onsite Ecological Receptors – Bushland flora/fauna	Surface	Leachate migration via surface water run-off.	Contaminated surface water run-off impacting the ecological receptors.	Rare	Minor	Low (1B)	
	Onsite Ecological Receptors – Bushland flora/fauna	Subsurface	Vertical migration of leachate within the groundwater.	Contaminated groundwater may impact deep-rooted flora.	Unlikely	Minor	Medium (2B)	The landfill will be capped, and this will reduce impacts on leachate generation. Groundwater monitoring will be undertaken as part of the post-closure management measures to provide data on groundwater quality and performance of the cap and water management on site.

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
Landfill gas – explosive & asphyxiant gases	Site users and workers	Air	Landfill gas migration via direct venting into the atmosphere.	Asphyxiation & explosion caused by landfill gas.	Rare	Minor	Low (1B)	Installation of an appropriate landfill gas management system will ensure the controlled emission of landfill gas from the landfill and minimise the risk of asphyxiation and explosion.
Landfill gas – odour	Site users and workers	Air	Landfill gas migration via direct venting into the atmosphere.	Nuisance caused by the odour. Odour can be detected near the landfill surface.	Possible	Minor	Medium (3B)	Landfill will be capped. Point source odour may be detected from aspirating cowls for several years following closure.
Landfill gas – odour	Community - residents	Air	Landfill gas migration via direct venting into the atmosphere.	Nuisance caused by the odour. Odour can be detected near the landfill surface.	Rare	Slight	Low (1A)	Landfill will be capped. Point source odour may be released from aspirating cowls; however, there will be significant dilution of potential odours from landfill, thereby limiting any impacts on surrounding residents.
Landfill Fires	Site users and workers	Air	Burning waste emits smoke containing toxic compounds.	Bushfires causing a landfill fire. The combustion of waste materials can result in dangerous toxic emissions, including dioxins, sulphur dioxide, lead, and mercury.	Rare	Minor	Low (1B)	Landfill will be capped preventing landfill fires. The only foreseeable way a landfill fire could occur would be the erosion of the landfill cap resulting in the exposure of waste. Post-closure monitoring and management (Section 10) is required to ensure the integrity of the cap is maintained.
	Community - residents				Rare	Minor	Low (1B)	
Dust	Community - residents	Air	Dust from site works, access roads and earthworks becoming airborne.	Nuisance caused by dust and health impacts from particulate matter.	Rare	Slight	Low (1A)	Dust generation at the Facility will be limited once the capping works are complete and vegetation becomes established.

Source	Receptor	Pathway	Pathway description	Risk description	Likelihood	Conseq.	Risk	Justification
Pests, vermin and disease vectors	Offsite Ecological Receptors – Bushland flora & fauna	Surface & Air	Exposed waste may be used as a food source by vermin, and introduced fauna species, such as rodents, dogs, and cats and could result in elevated population levels.	Populations of vermin and introduced fauna species can negatively impact the surrounding natural fauna and flora.	Rare	Minor	Low (1B)	Capping of the landfill will limit the breeding of disease vectors in the waste body, but ongoing monitoring and management will be required to ensure mosquito breeding does not occur in stormwater ponds and surface ponding associated with differential settlement. Introduced fauna species will be denied access to the putrescible waste as a food source once the landfill is capped
	Community – residents	Surface & Air	Exposed waste and ponded water can facilitate the breeding of disease vectors and be used as a food source for introduced fauna species.	Flies, mosquitoes, vermin and introduced fauna can spread disease to humans and negatively impact the community amenity.	Unlikely	Moderate	Medium (2C)	
Invasive flora species	Offsite Ecological Receptors – Bushland flora & fauna	Air, surface water run-off, and animal movements.	Invasive weed species from seeds in waste received spread to the surrounding environment.	Invasive flora species impact the ecological value of the surrounding area.	Likely	Minor	Medium (4B)	It is likely that weed species will continue to be present at the Facility post-closure and will require ongoing monitoring and control in accordance with Section 10 . If left to become well-established, weeds are likely to spread to the surrounding ecosystems where controlling them becomes more difficult and costly.
Litter	Community – residents	Air	Litter blown in the wind.	Mainly visual impact.	Rare	Slight	Low (1A)	Wind-blown litter is unlikely to be generated once the landfill cells are closed and rehabilitated in accordance with this LCMP.
	Offsite Ecological Receptors – Bushland flora & fauna				Rare	Slight	Low (1A)	

10 POST CLOSURE MONITORING

Once the landfill ceases to dispose of waste, it must still be managed to prevent any environmental impact until the waste within the landfill has sufficiently decomposed or stabilised such that it no longer presents a risk to the environment. The standard industry period for post-closure management and monitoring of a putrescible landfill is about 20 - 30 years.

Post-closure management and monitoring procedures for the Facility shall include:

- Maintenance of the landfill cap to:
 - Prevent/control erosion
 - Restore depressions, seal and monitor cracks in the cap caused by settlement
 - Restore/maintain vegetation;
- Maintenance and operation of stormwater infrastructure
- Maintenance and operation of landfill gas extraction system
- Environmental monitoring of:
 - Groundwater
 - Surface water
 - Landfill gas
 - Settlement.

The post-closure management measures and associated monitoring works that will be employed at the Facility are described in the following sections.

10.1 LANDFILL GAS

The landfill gas-extraction system needs to be maintained for the life of the landfill's gas generation. This includes maintaining the plant, such as the generation plant or flares used to combust the gas. This must continue until an assessment demonstrates that it is no longer required or that the system may be downgraded to a less intensive form of LFG management.

Initially, the monitoring and post-closure management of landfill gas shall include:

- Monitoring LFG emissions through the capped areas of the landfill
- Monitoring of landfill gas migration offsite.

This can be completed using a hand-held gas analyser to detect and measure methane and carbon dioxide content across the surface of the cap and in the existing groundwater monitoring bores. The data collected can be assessed to determine if the migration of LFG requires specific gas migration monitoring boreholes to be installed to provide a more detailed collection of data.

Once the 'pyramid' stage of the landfill has been capped, and the recommended LFG system has been installed, a gas field analysis should be completed to determine the actual quantity and quality of the LFG emissions, to ensure the LFG system installed is appropriate.

10.2 TOPOGRAPHY

It is recommended that a suitably qualified person conduct walkover inspections of rehabilitated areas regularly and following severe weather events to assess the following:

- Signs of erosion
- Cracking of the landfill cap
- Differential settlement
- Vegetation death
- Surface water ponding.

Any problems identified during the walkover inspections should be rectified as soon as practically possible. The frequency of monitoring can be decreased as the cap stabilises and vegetation becomes established during the aftercare period.

Landfills are expected to experience some settlement after installation of the capping system, particularly in the first two years following closure and rehabilitation as a result of waste compressing under its own weight and the weight of the cap. After this initial compression, settlement will continue for many years due to consolidation and biodegradation processes within the waste.

It is therefore recommended that topographic surveys be undertaken at least on an annual basis for the first two years following capping work completion to monitor the settlement rate. After this, it is proposed that the topographic surveys be conducted every two years for 13 years unless the settlement rate observed indicates that more frequent surveys are required. As it is anticipated that settlement will be negligible after this point, topographic surveys of the rehabilitated areas will only be required every five years or until their topography has stabilised.

10.3 SURFACE WATER

The surface water management system outlined in **Section 7.1** should be inspected and sampled regularly to ensure it is functioning effectively.

Water samples should be taken from the stormwater ponds twice annually and analysed for leachate contamination. Sampling events are recommended to occur during the wet season (October to April) to ensure that water is available for sampling purposes.

If analysis results indicate the presence of contaminants, efforts should be taken to identify the source of the contamination and actions taken to address any failures of the surface water management system. Identification of contamination sources may require the sampling of individual components of the surface water management system.

During the water sampling events, the Shire should also ensure that physical inspections of the surface water management system are undertaken to identify possible damage or evidence of failure.

Inspections and sampling of the surface water management system should be undertaken biannually and after heavy rainfall events for the first five years following rehabilitation of the landfill. If monitoring results indicate that the surface water management system is effective, further monitoring may not be required.

10.4 GROUNDWATER

As of October 2022, the Facility has a groundwater monitoring well network that incorporates a total of five monitoring wells (**Figure 10.1**). Condition 31 of the EPL requires that these wells be sampled and analysed in accordance with Table 7 of the EPL (replicated in **Table 10.1** below).

Following closure and capping of the landfill cells, and provided the groundwater results show no significant changes, it is recommended that the frequency of sampling be reduced to biannually for the first five years and then annually for the following 20 years (refer to **Table 10.2**). A reduced sampling frequency shall only be implemented if written approval is granted by DWER.

Table 10.1 - Table 1 of the EPL: Monitoring of ambient groundwater quality

Monitoring Location	Sampling Frequency	Parameters to be measured	
Bore 1 (original abstraction bore), Bore A, Bore B, Bore C, Bore D (as depicted in Schedule 1)	January; April; July; and October	Standing Water Level; Aluminium; Arsenic; Cadmium; Chromium; Copper; Lead; Manganese; Mercury; Nickel;	Zinc; pH; Chloride; Sulphate; Total Cyanide; Total Dissolved Solids; Total Nitrogen; Total Phosphorus; Total Petroleum Hydrocarbons; BTEX; and PAH

Figure 10.1 Extract of Schedule 1 from Facility EPL, showing groundwater monitoring bore locations



10.5 MONITORING PROGRAM

The Shire shall ensure that post-closure monitoring of each capping phase is undertaken in accordance with the specifications detailed in **Table 10.2**. As the Facility will continue to operate as the landfill is progressively capped, the Shire must ensure that monitoring conditions required by the EPL are also met.

Table 10.2- Post-closure monitoring program

Aspect	Monitoring Method	Frequency	Duration
Landfill gas	Capped surface, passive vent or biofilters and groundwater sampling. Further measures are to be confirmed following the first early phases of monitoring.	Six monthly	First 10 years
		Annually	Following 20 years
Groundwater	Groundwater sampling	Six monthly	First 10 years
		Annually	Following 20 years
Surface water	Sampling at surface water lagoon/evaporation pond	Six monthly	First 5 years
Topography	Site walkover inspections	Quarterly and after severe weather events	First 2 years
		Six monthly and after severe weather events	Following 28 years
	Topographic survey	Annually	First 2 years
		Every 2 years	Following 13 years
		Every 5 years	Following 15 years

10.6 RECORDS AND REPORTING

As the monitoring period is likely to exceed twenty years, the inspections, monitoring and corrective actions will most probably be completed by a number of different officers. Therefore, to ensure consistency and good record keeping, the Shire should use a standardised form for recording post-closure monitoring and maintenance activity. The record forms should include:

- Date and time of visit
- Results of all inspections / monitoring / actions
- Corrective actions completed (as required)
- Signed and dated by a responsible officer.

All the forms should be recorded in the Shire's record management system and made available to DWER on request.

11 CLOSURE COST ESTIMATES

An estimate of the quantities and cost for the rehabilitation, closure works and post-closure monitoring has been completed and the results are provided in the following sections. As the rehabilitation works will be completed progressively, the costs will vary depending upon the timing and impacts of inflation on costs. The following sections provide a summary of the materials and costs associated with the closure of the Facility.

11.1 ESTIMATED QUANTITY OF MATERIALS

ASK has used the aerial image from the Dec 2024 survey to estimate that approximately 43% of the landfills cap has been established. Therefore, considering there is still 57% of the landform to cap and the proposed cap design, the total quantity of soil required to complete the outstanding capping works is estimated at 60,224m³. Note that this does not include the quantity of soil needed for daily cover. In addition, 9,636m³ of mulched greenwaste is required for the erosion / biocover layer. No cost has been allowed to produce the mulch, as it has been assumed that the greenwaste is shredded and mulch produced under the facility's operational budget.

The breakdown of material types required for capping each stage is shown in **Table 11.1**.

Table 11.1 - Estimate of the volume of material required for remaining capping works (cubic metres)

Cap design layer	Stage 1 (Pyramid)
Erosion / biocover layer - mulch (200mm)	9,636
Vegetation soil layer (500mm)	24,090
Low Permeability Pindan (500mm)	24,090
Final daily cover (250mm)	12,045

N.B. These quantities only allow for areas that are yet to be capped.

11.2 ESTIMATED COSTS

The estimated cost of the rehabilitation and closure works is approximately \$3,270,000. These figures are based on the conceptual designs prepared for the capping design and environmental management systems for landfill gas and surface water. Further, the Shire provided costs for the capping placement, machinery hire, revegetation and project management cost estimates.

While unit costs have increased due to inflation, the total cost has decreased since the previous LCMP, as the Shire is now receiving clean fill (soil) at nil cost. Provided this soil meet the properties required, it can be used for the capping works. This avoids the cost to procure soils for capping, which previously had a budget allocation of over \$700,000.

Table 11.2 - Estimated costs associated with key components

Description	Cost estimate
Perimeter road	112,000
Landfill gas management system (cowling system)	617,000
Capping - Earthworks	1,250,000
Surface water management	87,000
Post closure works and monitoring	687,000
Professional fees and services	216,000
Contingency (10%)	297,000
Total estimated cost (rounded)	3,266,000

12 FINANCING STRATEGY

The majority of post-closure works and monitoring occur following the closure of the site when revenues (gate fees) are no longer collected. Therefore, it is necessary to ensure that adequate resources are available to achieve effective post-closure management.

The Shire has a Reserve Account to fund the closure and rehabilitation of the Facility's landfill cells. Gate fees charged for the disposal of waste at the Facility are the Shire's primary source of revenue, with net revenue used to contribute to the Reserve Account.

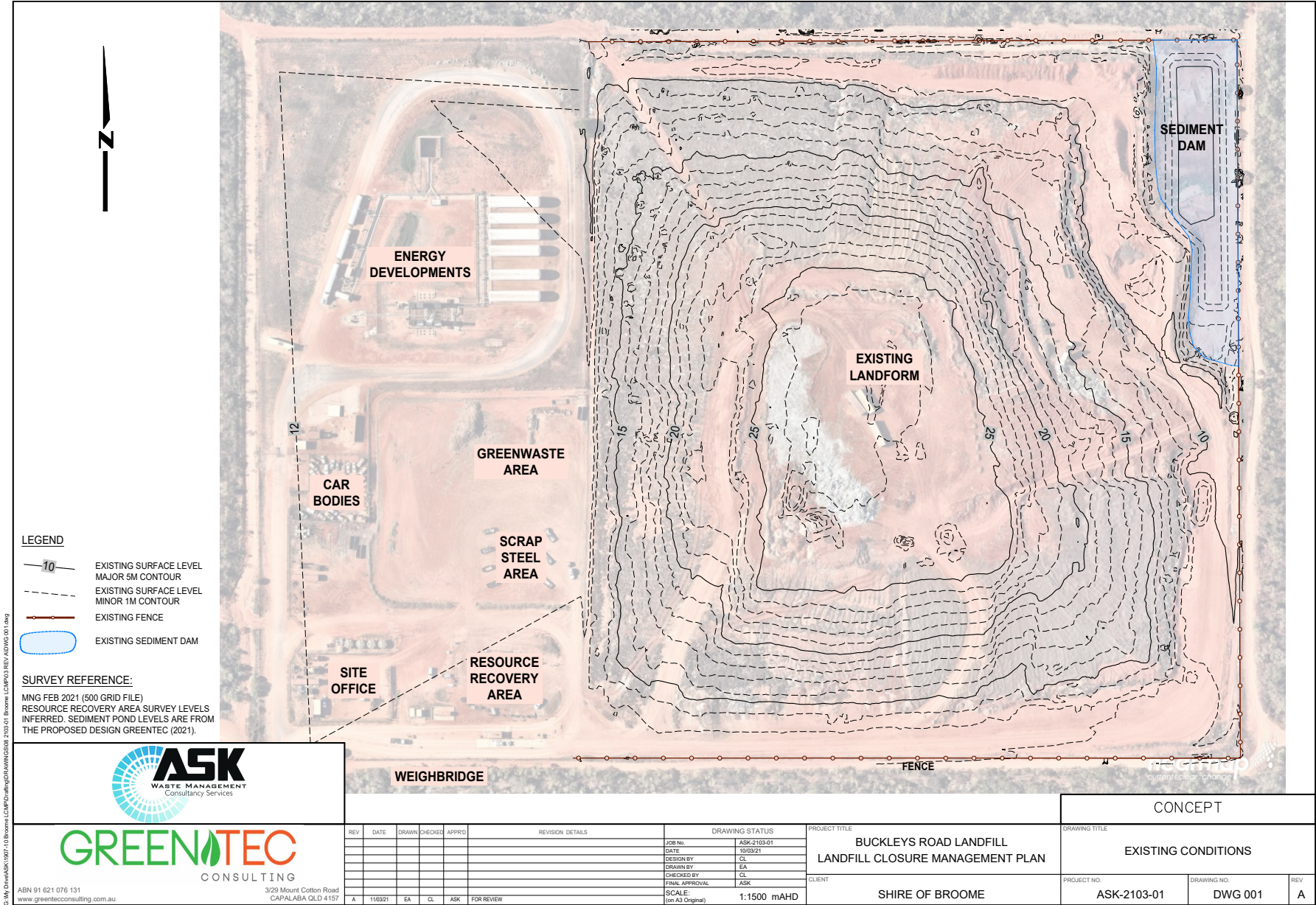
As outlined in **Section 11**, the estimated costs associated with the remaining closure and post-closure monitoring of the site are estimated to be approximately \$3.27 million. The Shire is confident that with ongoing revenue generated from waste disposal, the Reserve Account will have sufficient funds for the closure and rehabilitation of the Facility over the next three to five years.

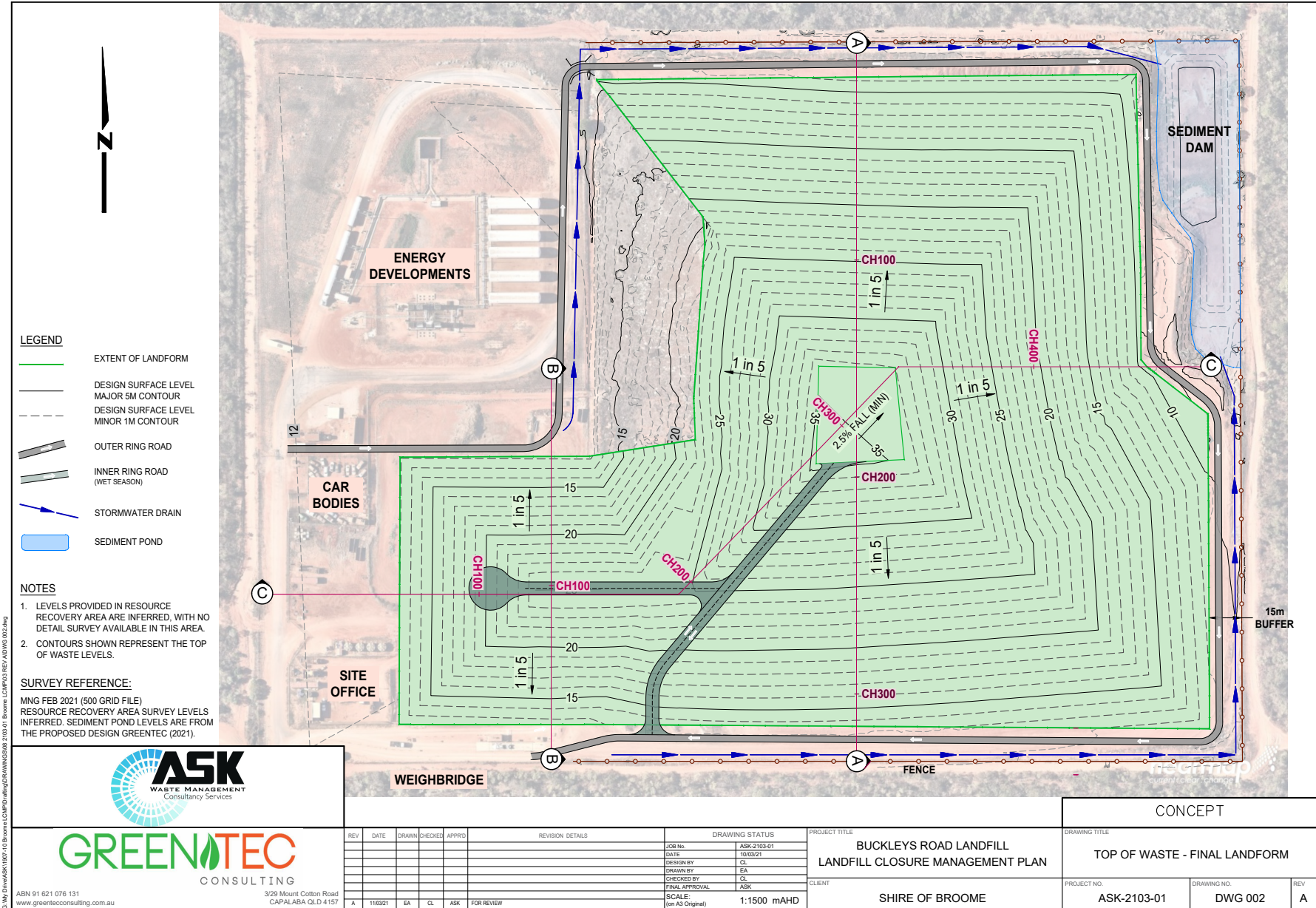
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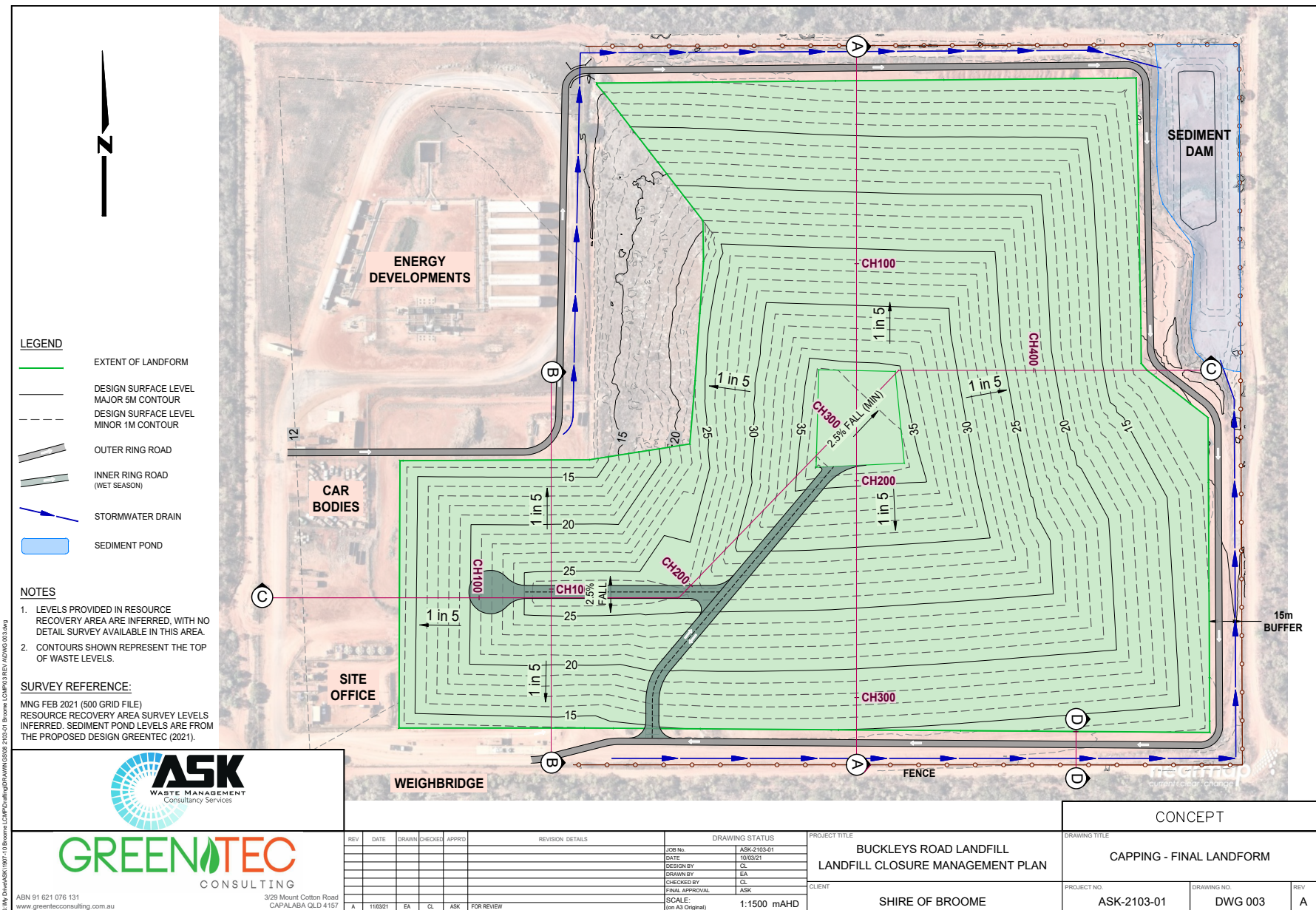
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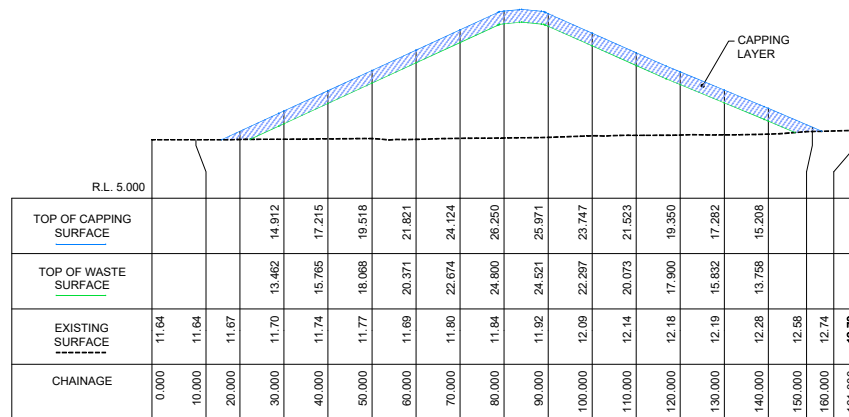
APPENDIX A – LCMP PLANS

- Current landform (2021)
- Final landform (top of waste)
- Final landform (top of cap)
- Sections A-A and B-B
- Sections C-C and D-D
- Cap and road details (inc Stormwater concept layout)





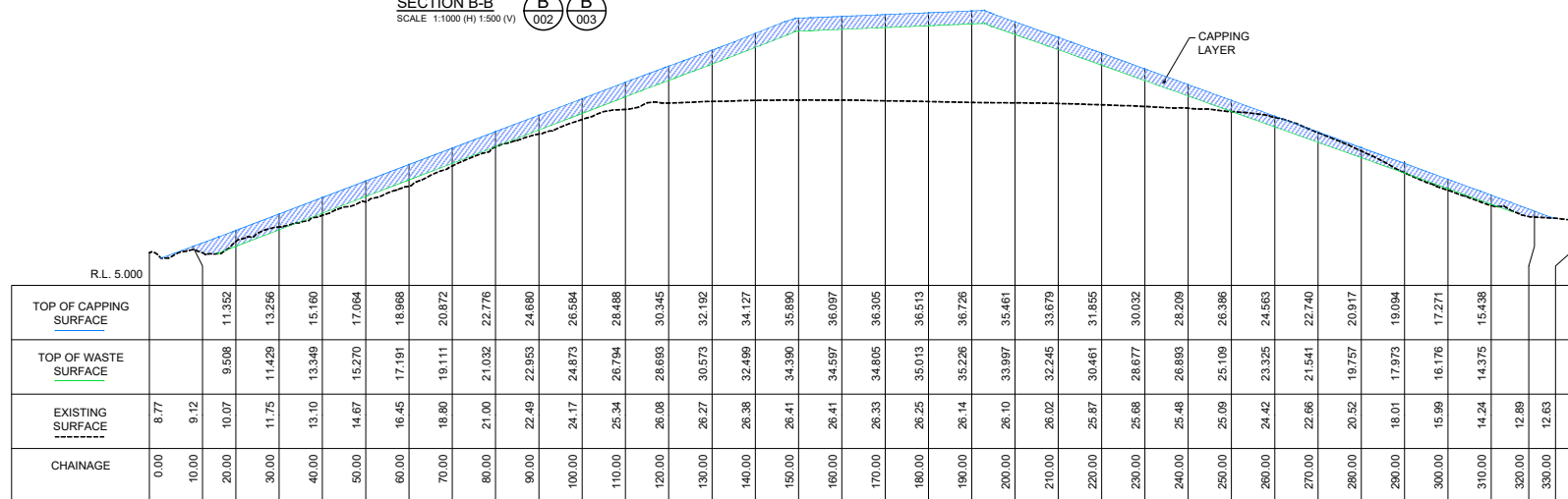




SECTION B-B



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SECTION A-A

SCALE 1:1000 (H) 1:500 (V)



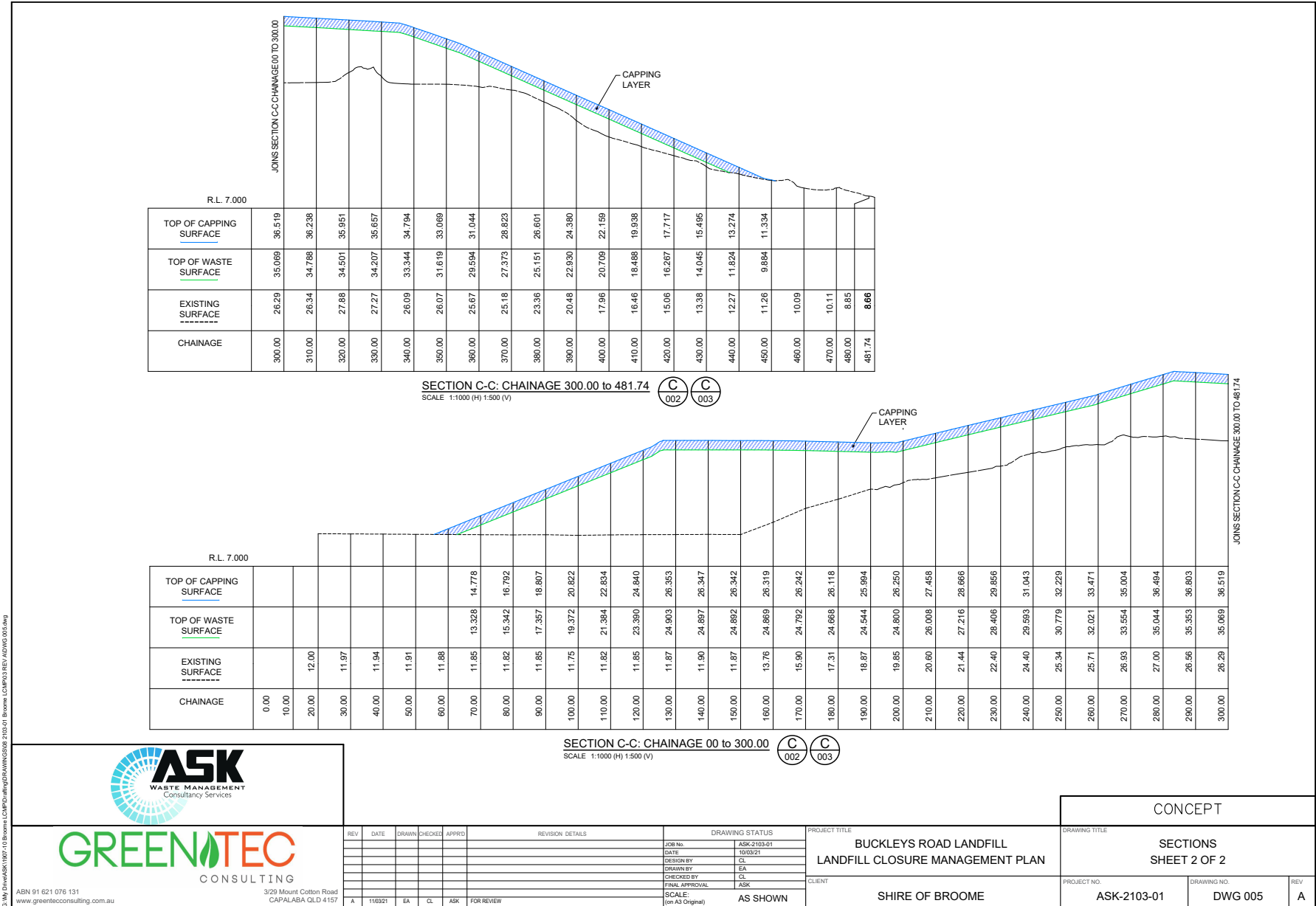
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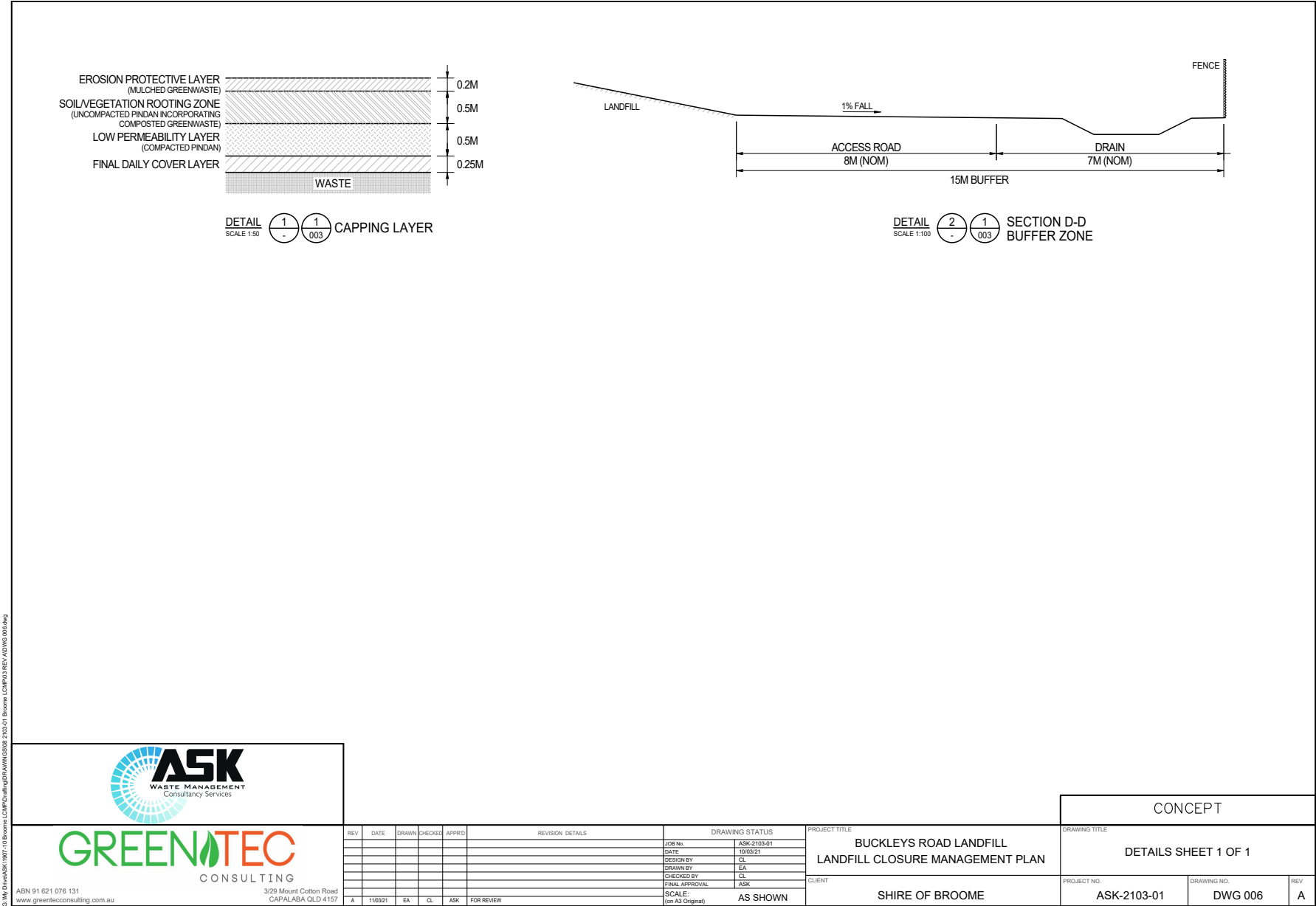
3/29 Mount Cotton Road
CAPALABA QLD 4157

REV	DATE	DRAWN	CHECKED	APPRO	REVISION DETAILS	DRAWING STATUS
						JOB No. ASK-2105-01
						DATE 11/03/21
					DESIGN BY CL	
					DRAWN BY EA	
					CHECKED BY CL	
					FINAL APPROVAL ASK	
					SCALE: (see A3 Original)	AS SHOWN
A	11/03/21	EA	CL	ASK	FOR REVIEW	

PROJECT TITLE	BUCKLEYS ROAD LANDFILL LANDFILL CLOSURE MANAGEMENT PLAN
CLIENT	SHIRE OF BROOME

	CONCEPT		
DRAWING TITLE	SECTIONS SHEET 1 OF 2		
PROJECT NO.	ASK-2103-01	DRAWING NO.	DWG 004
		REV	A





APPENDIX B – FACILITY LICENCE



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Department of Water and Environmental Regulation

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Licence

Licence number	L6912/1997/11
Licence holder	Shire of Broome
Registered business address	27 Weld Street, Broome WA 6725
DWER file number	DER2013/001061-1
Duration	11/06/2012 to 10/06/2028
Date of issue	11/06/2012
Date of amendment	11/01/2024
Premises details	Shire of Broome Refuse Site Reserve 40813, Lot 228 Buckleys Road BROOME WA 6725

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed design capacity
Class II putrescible landfill site: premises (other than clean fill premises) on which waste of a type permitted for disposal for this category of prescribed premises, in accordance with the <i>Landfill Waste Classification and Waste Definitions 1996</i> , is accepted for burial.	30,000 tonnes per annum
Category 61: Liquid Waste Facility - premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.	1,932 tonnes per annum
Category 62: Solid waste depot: premises on which waste is stored, or sorted, pending final disposal or re-use	500 tonnes per annum

This licence is granted to the licence holder, subject to the attached conditions, on 11 January 2024, by:

Abbie Crawford
A/Manager, Waste Industries
an officer delegated under section 20 of the *Environmental Protection Act 1986* (WA)

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Licence history

Date	Reference number	Summary of changes
14/06/2000	L6912/1997/4	Licence grant
14/06/2001	L6912/1997/4	Licence renewal
14/06/2002	L6912/1997/4	Licence renewal
14/06/2003	L6912/1997/4	Licence renewal
14/06/2004	L6912/1997/4	Licence renewal
14/06/2005	L6912/1997/4	Licence renewal
11/06/2009	L6912/1997/4	Licence renewal
04/02/2010	L6912/1997/4	Licence amendment to add Category 61 liquid waste
20/05/2010	L6912/1997/4	Licence amendment to accept quarantine waste
1/08/2011	L6912/1997/11	Licence amendment
3/11/2011	L6912/1997/11	Appeal amendment
11/06/2012	L6912/1997/4	Licence amendment
03/11/2012	L6912/1997/11	Green waste amendment
13/12/2012	L6912/1997/11	Posi-shell trail
26/04/2016	L6912/1997/11	Amendment Notice 1 – extend expiry date 10 June 2028
24/01/2020	L6912/1997/11	Change above ground waste disposal buffer distance.
16/05/2022	L6912/1997/11	Notice of Amendment of Licence Reporting Requirements to reduce the frequency of environmental reporting from annual to biennial, commencing 01/03/2024 and biennially thereafter.
11/01/2024	L6912/1997/11	Licence amendment to addition of category 62 to allow acceptance of e- waste to the premises.

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Interpretation

In this licence:

- (a) the words 'including', 'includes' and 'include' in conditions mean "including but not limited to", and similar, as appropriate;
- (b) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form of that word or phrase has a corresponding meaning;
- (c) where tables are used in a condition, each row in a table constitutes a separate condition;
- (d) any reference to an Australian or other standard, guideline, or code of practice in this licence:
 - (i) if dated, refers to that particular version; and
 - (ii) if not dated, refers to the latest version and therefore may be subject to change over time;
- (e) unless specified otherwise, any reference to a section of an Act refers to that section of the EP Act; and
- (f) unless specified otherwise, all definitions are in accordance with the EP Act.

NOTE: This licence requires specific conditions to be met but does not provide any implied authorisation for other emissions, discharges, or activities not specified in this licence.

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Licence conditions

The licence holder must ensure that the following conditions are complied with:

1. The licence holder must construct the infrastructure listed in Table 1, in accordance with;
 - (a) the corresponding design and construction requirement; and
 - (b) at the corresponding infrastructure location.
 as set out in Table 1.

Table 1: Design and construction / installation requirements

Infrastructure	Design and construction requirement	Infrastructure location
E-waste storage and collection infrastructure	<ul style="list-style-type: none"> 100 m² concrete pad with adjacent 2 x 40 ft sea containers 	Schedule 1, Figure 2

2. The licence holder must within 30 days of each item of infrastructure required by condition 1 being constructed:
 - (a) undertake an audit of their compliance with the requirements of condition 1; and
 - (b) prepare and submit to the CEO an Environmental Compliance Report on that compliance.
3. The Environmental Compliance Report required by condition 2, must be signed by a person authorised to represent the works approval holder and contains the printed name and position of that person.

Infrastructure and equipment

4. The licence holder must ensure that the site infrastructure and equipment listed in Table 2 and located at the corresponding infrastructure location is maintained and operated in accordance with the corresponding operational requirement set out in Table 2.

Table 2: Infrastructure and equipment requirements

Site infrastructure and equipment	Operational requirement	Infrastructure location
Waste Oil Storage Area	(a) Waste oil must be stored within a low permeability (1x10 ⁻⁹ metres per second or less) compound; (b) The compound shall: <ol style="list-style-type: none"> (i) be designed to contain not less than 110% of the volume of the largest storage vessel or inter-connected system, and at least 25% of the total volume of substances stored in the compound. 	Schedule 1: Figure 2

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Site infrastructure and equipment	Operational requirement	Infrastructure location
	<ul style="list-style-type: none"> (ii) be graded or include a sump to allow recovery of liquid; (iii) be chemically resistant to the substances stored; (iv) include valves, pumps and meters associated with transfer operations wherever practical. Otherwise, the equipment shall be adequately protected and contained in an area designed to permit recovery of hydrocarbons released following accidents or vandalism; (v) be designed such that jetting from the storage vessel or fitting will be captured within the bunded area [see for example Australian Standard 1940-2004 Section 5.8.3 (h)]; and (vi) be controlled such that the capacity of the bund is maintained at all times (eg. regular inspections and pumping of trapped uncontaminated rain water). 	
E-waste storage shed	100 m ² concrete hardstand pad to be maintained as free of leaks and defects.	Schedule 1: Figure 2

Waste Acceptance

5. The licence holder must only accept onto the premises waste of a waste type, which does not exceed the corresponding rate at which waste is received, and which meets the corresponding acceptance specification set out in Table 3

Table 3: Types of waste authorised to be accepted onto the premises

Waste type	Rate at which waste is received	Acceptance specification
Clean fill	Combined total of 30,000 tonnes per annum	As defined in Table 9
Green waste		
Inert Waste Type 1		As defined in Table 9.
Inert Waste Type 2		
Putrescible waste		As defined in Table 9
Special Waste Type 1 (asbestos material)		Must be wrapped or contained in a manner that prevents asbestos fibres entering the atmosphere.

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Special Waste Type 2 (biomedical waste)		As define in Table 9
Contaminated Solid Waste (Class I and II)		As define in Table 9
Quarantine waste		As define in Table 9
Liquid waste	1,932 tonnes per annum	Limited to grease trap and mineral oil liquid waste
E-waste	500 tonnes per annum	Electronic, electrical and battery-powered items that have been discarded or no longer in working order

6. The licence holder must ensure that the waste types specified in Table 4 are only subjected to the corresponding process(es), subject to the corresponding process limits and/or specifications.

Table 4: Waste processing

Waste type	Process(es)	Process limits and/or specifications
Clean fill	Receipt, handling and storage prior to disposal by landfilling.	None Specified
Inert Waste Type 1		
Inert Waste Type 2 (Excluding tyres)		
Inert Waste Type 2 (Tyres)		The licence holder shall bury used tyres such that: <ul style="list-style-type: none"> (a) a minimum depth of not less than 500 mm of cover material is maintained over the buried tyres following disposal; (b) batches of tyres are separated from each other with at least 100 mm of soil; and (c) each batch consists of not more than 1,000 tyres or 40 cubic metres of tyre pieces
Special Waste Type 1 (asbestos material)		<ul style="list-style-type: none"> (a) Where asbestos material is presented to the premises in an unwrapped state, it shall be wet down prior to unloading or handling; (b) The disposal area(s) for any more than 1 (one) cubic metre of asbestos material shall be defined by grid references on the site plan; (c) a copy of the site plan marked with the location used for asbestos disposal as described in item (b) should be kept as a permanent record; (d) A representative of the licence holder must be

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Waste type	Process(es)	Process limits and/or specifications
		<p>available to witness the burial of the asbestos material and sign a bound, numbered register within 2 hours of the burial to attest that it has been buried in accordance with these procedures;</p> <p>(e) ensure the disposal areas are not excavated or uncovered during subsequent landfill operations; and</p> <p>(f) make the information recorded in accordance with item (c) available for viewing or copying by an Inspector during any inspection of the premises</p>
Special Waste Type 2 (biomedical waste)		<p>(a) The licence holder must complete and sign the original waste transport certificate, noting, in writing, any discrepancies between waste declared and waste received;</p> <p>(b) keep a record of the waste transport certificate for at least three years;</p> <p>(c) define the disposal area(s) by grid references on the site plan;</p> <p>(d) ensure the disposal areas are not excavated or uncovered during subsequent landfill operations;</p> <p>(e) restrict access to the landfill site where the Special Waste Type 2 is buried to authorised personnel only; and</p> <p>(f) make the information recorded in accordance with item (b) available for viewing or copying by an Inspector during any inspection of the premises.</p>
Quarantine Waste		<p>(a) The licence holder, or their representative, must complete and sign the original waste transport certificate, noting, in writing, any discrepancies between waste declared and waste received;</p> <p>(b) ensure quarantine waste is buried in accordance with the AQIS Process Management System for the Burial of Quarantine Wastes, February 2004;</p> <p>(c) keep a log of quarantine waste accepted at the premises including, but not limited to transport details; waste generator; waste description; and volume, time and date of burial and, in the case of deep burials, location of the burial site indicated by GPS co-ordinates and burial depth;</p>

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Waste type	Process(es)	Process limits and/or specifications
		(d) the licence holder shall ensure the disposal areas are not excavated or uncovered during subsequent landfill operations; (e) during disposal restrict access to the landfill area where Quarantine Waste is buried to authorised personnel only; and (f) make the information recorded in accordance with part (c) of this condition available for viewing or copying by the CEO during any inspection of the premises.
Green Waste	Receipt, handling and processing (mulching) prior to disposal	The licence holder must ensure that: (a) no greater than 500 m ³ of green waste, that is not mulched, is stored at the premises at any one time; (b) no greater than 2,000 m ³ of mulched green waste is stored at the premises at any one time; (c) all green waste must be stored in green waste stockpiles; (d) temperature within mulched green waste stockpiles is monitored on a weekly basis; (e) green waste stockpiles with an internal temperature exceeding 80 degrees Celsius are turned/ mixed or otherwise treated, to reduce the temperature; and (f) a five-metre fire break must be maintained around green waste storage areas.
Liquid waste	Receipt, handling and storage prior to disposal	Waste oil to be stored in the waste oil storage area specified in condition 4, Table 2
E-waste	Receipt handling and storage prior to removal offsite	Must be stored in the E- Waste infrastructure specified in Schedule 1: Figure 2 All electronic waste: (a) must be protected by a weatherproof covering. (b) must not be disposed of by landfill operations (c) must be sent to an appropriately licensed facility for the processing of such waste.

Contaminated Solid Waste

7. The licence holder must ensure that all loads of contaminated solid wastes accepted for burial under condition 6 of this licence are inspected, and only accepted for burial if accompanied by documentary evidence to demonstrate that such waste meets the

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contaminated threshold values specified for Class I and II landfills as detailed in the current version of the document titled "Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)".

8. The licence holder must ensure that the documentary evidence required under Condition 7 of this licence demonstrates that the correct leaching fluid or solution has been used for any leachability or leaching tests undertaken, in accordance with the current version of Australian Standard 4439 (*Wastes, sediments and contaminated soils: Part 3: Preparation of leachates – Bottle leaching procedure*).
9. The licence holder must keep written or electronic records of all contaminated solid wastes accepted for burial at the premises.
10. The licence holder must ensure that the written or electronic records required by condition 9 of this licence shall include but not be limited to:
 - (a) The time and date that the waste was received;
 - (b) The type of contaminated solid waste;
 - (c) The nature of the contaminated solid waste
 - (d) The quantity of the contaminated solid waste;
 - (e) The source of the contaminated solid waste;
 - (f) The delivery vehicle's registration number; and
 - (g) The delivery vehicle driver's name.
11. The licence holder must ensure that the written or electronic records required by condition 9 and 10 of this licence are kept at the premises, and that these records or a complete copy of these records are made available for viewing by an Inspector on request.

Management of Landfill Activities

12. The licence holder must:
 - (a) ensure that no waste is placed closer than 10 metres to the premises boundary for below ground disposal, closer than 20 metres for green waste and 15 metres for above ground disposal or storage;
 - (b) ensure that waste is placed in a defined trench or within an area enclosed by earthen bunds;
 - (c) ensure that the tipping area is restricted to a maximum linear length of 30 metres;
 - (d) manage the active landfill area such that at no time does land filling result in an exposed face exceeding two (2) metres in vertical height;
 - (e) ensure that there is enough cover material to cover waste in accordance with condition 13 at least twice; and
 - (f) ensure that no waste is left exposed.

Cover requirement

13. The licence holder must ensure that cover is applied and maintained on landfilled waste types in accordance with the corresponding cover requirements in Table 5 and that sufficient stockpiles or cover are maintained on the premises at all times.

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Table 5: Cover requirements

Waste type	Material	Depth	Timescales
Special waste type 1	Inert waste	1000 mm	Immediately after placement.
Special waste type 2	Soil or solid waste		
All waste types (excluding Special Waste Type 1 and Special Waste Type 2)	Inert Waste Type 1 or Clean Fill	150 mm Or 7 mm of Posi-Shell cover	Daily

General Site Management

14. The licence holder must:
 - (a) erect and maintain suitable fencing to prevent unauthorised access to the site;
 - (b) ensure that any entrance gates to the premises are securely locked when the premises is unattended; and
 - (c) undertake regular inspections of all security measures and repair damage as soon as practicable.
15. The licence holder must ensure that wind-blown waste is contained within the boundaries of the premises.
16. The licence holder must ensure that any waste that has been washed or blown away from the tipping area is collected and returned to the tipping area on a weekly basis.
17. The licence holder must maintain a sign at the entrance to the premises which clearly displays the following:
 - (a) contact telephone number for information and complaints or notification of fires;
 - (b) a list of materials that are accepted;
 - (c) the types of waste that must not be deposited on the premises and a contact telephone number for alternative disposal options; and
 - (d) a warning, indicating penalties for people lighting fires.
18. The licence holder must ensure that no visible dust generated from the prescribed activities crosses the boundary of the premises.
19. The licence holder must not burn or allow the burning of waste, including green waste, on the premises.
20. The licence holder must ensure that there are appropriate procedures in place at the premises so that any unauthorised fire is promptly extinguished.
21. The licence holder must notify the CEO if a fire has not been extinguished within 2 (two) hours of the licence holder becoming aware of a fire.
22. The licence holder must provide the CEO with a report on an unauthorised fire within 14 days of the fire and include:
 - (a) details of the date, time and location of the fire;
 - (b) the time the fire was declared safe by the Fire Control Officer for the premises; and

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- (c) the cause, or suspected cause, of the fire.
23. The licence holder must immediately recover or remove and dispose of any liquid resulting from spills or leaks of chemicals including fuel, oil or other hydrocarbons, whether inside or outside the waste oil storage area and e-waste storage area.
24. The licence holder must keep a record of any incident that includes the loss of chemicals including fuel, oil or other hydrocarbons and provide a summary of each incident in the annual report required in Condition 40 of this licence.

Uncontaminated Stormwater Management

25. The licence holder must divert stormwater away from all active and inactive disposal areas within the premises.
26. The licence holder must ensure stormwater drains on the premises are kept clear to allow for drainage.
27. The licence holder must ensure that stormwater that has come into contact with waste is diverted into a sump on the premises or otherwise retained on the premises.

Protection of Ground and Surface Waters

28. The licence holder must maintain an undisturbed separation distance of at least 3 (three) metres between all active and inactive disposal areas at the premises and the highest level of the water table.
29. The licence holder must maintain a minimum distance of at least 100 metres between all active and inactive disposal areas at the premises and any surface water body.

Waste Monitoring

30. The licence holder must record the total amount of waste accepted onto and removed from the premises, for each waste type listed in Table 6, in the corresponding unit, and for each corresponding time period set out in Table 6.

Table 6: Monitoring of inputs and outputs

Waste type	Units	Time period
Clean fill	Tonnes (where a weighbridge is present on the site)	Each load arriving at the Premises Each load leaving the Premises
Green waste		
Inert waste type 1		
Inert waste type 2		
Putrescible waste		
Special waste type 1		
Special waste type 2		
Contaminated solid waste (Class I and II)		
Quarantine waste		

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Waste type	Units	Time period
Liquid waste		
E - waste		

Groundwater Monitoring Requirements

31. The licence holder must monitor groundwater in accordance with Table 7

Table 7: Groundwater Monitoring Requirements

Monitoring location	Parameter	Unit	Sampling frequency
Bore 1 (original abstraction bore), Bore A, Bore B, Bore C, Bore D (as depicted in Schedule 1)	Standing water level ¹	mAHD	January; April; July; and October.
	Aluminium;	mg/L	
	Arsenic;	mg/L	
	Cadmium;	mg/L	
	Chromium;	mg/L	
	Copper;	mg/L	
	Lead;	mg/L	
	Manganese;	mg/L	
	Mercury;	mg/L	
	Nickel;	mg/L	
	Zinc;	mg/L	
	pH ¹ ;	mg/L	
	Chloride;	mg/L	
	Sulphate;	mg/L	
	Total Cyanide;	mg/L	
	Total Dissolved Solids;	mg/L	
	Total Nitrogen;	mg/L	
	Total Phosphorus;	mg/L	
	Total Petroleum Hydrocarbons;	mg/L	

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	BTEX; and PAH	mg/L	
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Note 1: In-field non-NATA accredited analysis permitted.

32. The licence holder must maintain the bores referred to within Table 7 in a serviceable manner so that groundwater samples required by condition 31 can be taken..
33. The licence holder must ensure that all water samples are collected, handled and preserved in accordance with Australian Standard 5667.
34. The licence holder must ensure that all water samples are submitted to a laboratory with NATA accreditation for the analysis specified and analysed in accordance with the current Standard Methods for Examination of Wastewater – APHA-AWWA-WEF.
35. The licence holder must ensure that the results of the groundwater sampling program are presented in tabular form in the Annual Environmental Report required in Condition 40 of this licence.

Records and reporting

36. The licence holder must record the following information in relation to complaints received by the licence holder (whether received directly from a complainant or forwarded to them by the Department or another party) about any alleged emissions from the premises:
 - (a) the name and contact details of the complainant, (if provided);
 - (b) the time and date of the complaint;
 - (c) the complete details of the complaint and any other concerns or other issues raised; and
 - (d) the complete details and dates of any action taken by the licence holder to investigate or respond to any complaint.
37. The licence holder must maintain accurate and auditable books including the following records, information, reports, and data required by this licence:
 - (a) the calculation of fees payable in respect of this licence;
 - (b) the works conducted in accordance with condition 1 of this licence;
 - (c) any maintenance of infrastructure that is performed in the course of complying with condition 4 of this licence;
 - (d) monitoring programmes undertaken in accordance with conditions 30 and 31 of this licence; and
 - (e) complaints received under condition 36 of this licence.
38. The books specified under condition 37 must:
 - (a) be legible;
 - (b) if amended, be amended in such a way that the original version(s) and any subsequent amendments remain legible and are capable of retrieval;
 - (c) be retained by the licence holder for the duration of the licence; and
 - (d) be available to be produced to an inspector or the CEO as required.
39. The licence holder must:
 - (a) undertake an audit of their compliance with the conditions of this licence during the preceding annual period; and

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- (b) prepare and submit to the CEO an Annual Audit Compliance Report in the approved form by 1 March each year.

40. The licence holder must:

- (a) prepare an environmental report that provides information in accordance with Table 8 for the preceding two annual periods, and
- (b) submit the environmental report to the CEO by 1 March 2024 and biennially thereafter.

Table 8: Environmental reporting requirements

Condition	Requirement
Condition 20 and 21	the number and severity of any fires on site
Condition 18	the measures taken to suppress dust
Condition 15	the measures taken to control windblown waste
-	the average compaction rates
Condition 36	the number and type of complaints received including complainants' name, address, nature of complaint (where appropriate cross referenced with prevailing wind directions) and action taken
-	any changes to site boundaries, internal buffer zones;
Condition 6	Special wastes type 1 and 2 disposal areas
	quarantine waste disposal areas
Condition 30	total volumes of waste buried and the volumes of quarantine waste received for disposal;
Condition 30	Monitoring of waste inputs and outputs
-	location of groundwater monitoring bore(s) and surface drainage channels
Condition 31	an assessment of groundwater monitoring information against previous monitoring results, licence limits or other appropriate measures (e.g. standards or guidelines)
-	a trend comparison of groundwater monitoring results.

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Definitions

In this licence, the terms in Table 9 have the meanings defined.

Table 9: Definitions

Term	Definition
ACN	Australian Company Number
AHD	means Australian Height Datum
Approved form	means the Annual Audit Compliance Report (AACR) form template approved by the CEO for use and available via DWER's external website.
APHA-AWWA-WEF	means American Public Health; American Water Works Association; Water Environment Federation
AQIS	means Australian Quarantine and Inspection Service
asbestos	means material containing the asbestiform variety of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals and includes actinolite, amosite, anthophyllite, chrysotile, crocidolite, tremolite and any mixture containing 2 or more of those
AS 1940—2004	Australian Standard of the storage and handling of flammable and combustible liquids
Australian Standard 5667	means the most recent version and relevant part(s) of AS/NZS 5667
books	has the same meaning given to that term under the EP Act.
BTEX	means the suite of aromatic hydrocarbons that typify petroleum products and comprises Benzene, Toluene (methyl benzene), Ethyl benzene and the Xylenes (ortho-, meta-, and para-dimethyl benzene)
buffer	means the distance from the boundary of the premises to any area on the premises used for disposal, storage or transfer of waste
CEO	means Chief Executive Officer of the Department. “submit to / notify the CEO” (or similar), means either: Director General Department administering the <i>Environmental Protection Act 1986</i> Locked Bag 10 Joondalup DC WA 6919 or: info@dwer.wa.gov.au
clean fill	means material that will have no harmful effects on the environment and which consists of rocks or soil arising from the excavation of undisturbed

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Term	Definition
	material, as defined in the document titled <i>Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009)</i>
condition	a condition to which the licence is subject under section 62 of the <i>Environmental Protection Act 1986</i> .
cover material	means subsoil or other approved inert waste used for covering of waste
Department	means the department established under section 35 of the <i>Public Sector Management Act 1994 (WA)</i> and designated as responsible for the administration of the EP Act, which includes Part V Division 3.
discharge	has the same meaning given to that term under the EP Act.
emission	has the same meaning given to that term under the EP Act.
EP Act	<i>Environmental Protection Act 1986 (WA)</i>
EP Regulations	<i>Environmental Protection Regulations 1987 (WA)</i>
E- waste	means electronic, electrical and battery-powered items that have been discarded or no longer in working order. Covers a range of items used in commercial, industrial and residential premises and includes, but is not limited to, televisions, computers, mobile phones, kitchen appliances and audio/visual equipment.
Fire Control Officer	in relation to the premises, means a person who has such qualifications in fire fighting or fire control as are approved, appointed to that position by the occupier of the premises
grease trap	means grease trap liquid waste
greenwaste	means biodegradable waste comprising plants and their component parts such as flower cuttings, hedge trimmings, branches, grass, leaves, plants, seeds, shrub and tree loppings, tree trunks, tree stumps and similar materials and includes any mixture of those materials
Greenwaste Stockpiles	means stockpiles of greenwaste where each stockpile is less than 3 metres high and no more than 500 cubic metres in volume and separated by at least 5 metres of clear ground from any other stockpile, the boundary of the site or from other combustible material
Inert Waste Type 1	means wastes as defined in the document titled <i>Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)</i>
Inert Waste Type 2	means wastes as defined in the document titled <i>Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)</i>
Inspector	means a person appointed as an Inspector under Section 88 of the <i>Environmental Protection Act 1986</i>

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Term	Definition
Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)	refers to the document published by the Director General, Department of Water and Environmental Regulation
licence	refers to this document, which evidences the grant of a licence by the CEO under section 57 of the EP Act, subject to the specified conditions contained within.
licence holder	refers to the occupier of the premises, being the person specified on the front of the licence as the person to whom this licence has been granted.
mineral oil	means liquid waste mineral oils unfit for their intended use
mm, mg/L and $\mu\text{S}/\text{cm}$	means millimetres, milligrams per litre and microsiemens per centimetre respectively
NATA	National Association of Testing Authorities
PAH or PAHs	means polycyclic aromatic hydrocarbons which may be one or (more usually) a mixture of a group of chemicals formed from the incomplete combustion of organic matter where the benzene rings are fused along their edge
Posi-Shell	means the synthetic daily cover system composed of an aggregate of (recycled) cementitious mineral binder, liquid (water), recycled plastic and cellulose fibres
premises	refers to the premises to which this licence applies, as specified at the front of this licence and as shown on the premises map in Schedule 1 to this licence.
prescribed premises	has the same meaning given to that term under the EP Act.
Putrescible waste	means the component of the waste stream likely to become putrid – including wastes that contain organic materials such as food wastes or wastes of animal or vegetable origin, which readily bio-degrade within the environment of a landfill, as defined in the document titled <i>Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)</i>
Quarantine waste	means material from a foreign region or country that is capable of being host to insects, helminths or other parasites, diseases, weeds or any other organisms that are not existent or prevalent in that country and pose a potential threat to local ecosystems, people or local plant or animal industries. Quarantine waste may include: <ul style="list-style-type: none"> (a) material used to pack and stabilise imported goods; (b) galley food and any other waste from overseas vessels;

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Term	Definition
	(c) human, animal or plant waste brought into Australia; refuse or sweepings from a hold of an overseas vessel; (d) any other waste or other material, which comes into contact with quarantine waste; (e) contents of AQIS airport amnesty bins; and (f) articles seized by AQIS and/or not collected by clients;
Special Waste Type 1	means wastes as defined in the document titled <i>Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)</i>
Special Waste Type 2	means wastes as defined in the document titled <i>Landfill Waste Classification and Waste Definitions 1996 (As amended 2019)</i>
Surface waste body	means a water course or wetland (as those terms are defined in the <i>Rights in Water and Irrigation Act 1914</i>) and any other surface water whether artificial or natural
SWL	means Standing Water Level in metres AHD (prior to sampling)
Tipping area	means the area of the premises where waste currently being brought to the premises is being deposited
TPH or total petroleum hydrocarbons	means indicator chemicals of potential concern such as Benzene, Toluene, Ethylbenzene, Xylenes (BTEX), Naphthalene and carcinogenic Polycyclic Aromatic Hydrocarbons (PAHs) as well as the collapsed fractions group of hydrocarbons defined as C6-C10 (light non-BTEX fraction); C>10-C16 (petrol or gasoline fraction); C>16-C34 (diesel fraction); and C>34C40 (Lube or fuel oil fraction)
tyre	means a tyre made whether wholly or partly of natural or synthetic rubber or similar material
vector	means an agent capable of transmitting disease including flies, birds and rodents
waste	has the same meaning given to that term under the EP Act.

END OF CONDITIONS

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Schedule 1: Maps

Premises map

The boundary of the prescribed premises is shown in the map below.



Figure 1: Map of the boundary of the prescribed premises

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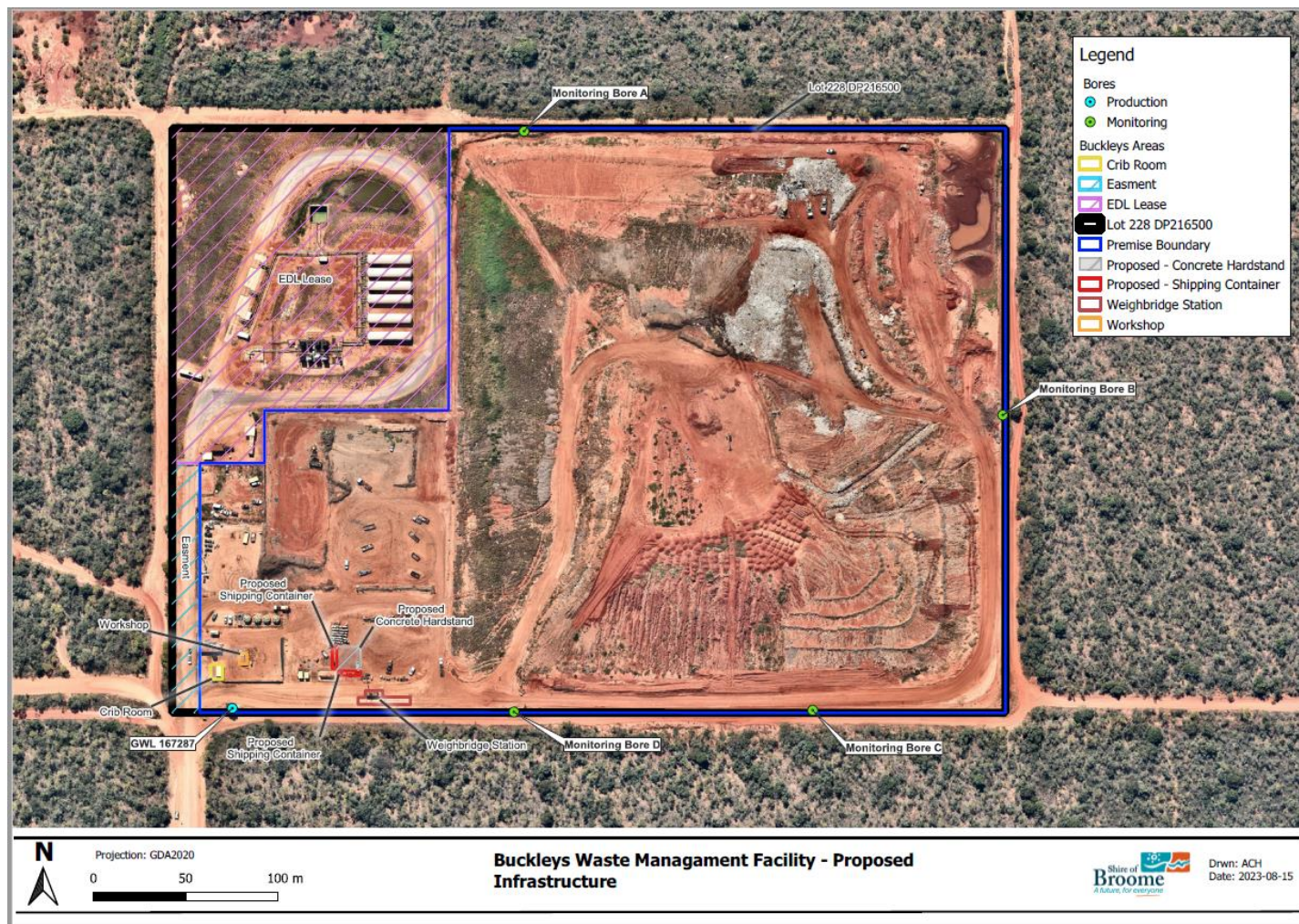


Figure 2: Premises infrastructure layout

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IR-T06 Licence template (v8.0) (September 2022)

9.2.3 KIMBERLEY 2050 CYCLING STRATEGY

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ENG04
AUTHOR:	Engineering Technical Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Infrastructure Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

To create a long term-term vision for cycling in the Kimberley, the Department of Transport has prepared the Kimberley 2050 Cycling Strategy. Council is requested to endorse the principles of the Kimberley 2050 Cycling Strategy and note the proposed action plan for future budget and planning consideration.

BACKGROUND

Previous Considerations

OMC 27 March 2025

Item 9.2.4

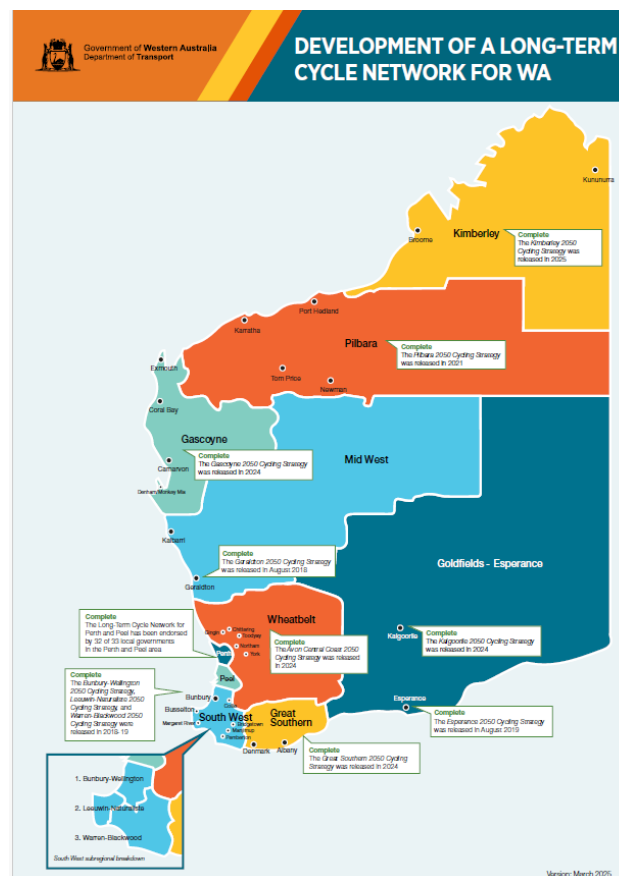


Figure 1: Long-term cycling strategies in WA.

The Western Australia Bike Network (WABN) Plan 2014-2031 includes a key action to develop long term cycle strategies for Perth and Regional WA. The Department of Transport (DoT) identified the need for twelve long-term cycling strategies across WA, including eleven

Regional 2050 Cycling Strategies, as described in Figure 1. These strategies create a shared long-term vision for cycling in the regions and guide delivery of safe and interconnected bicycle networks, along with associated facilities and travel behaviour change initiatives.

Each strategy was developed in partnership with local governments and is informed by multiple phases of stakeholder and community consultation. Positioned as aspirational strategies to 2050, each strategy highlights opportunities to encourage bike riding for transport, recreation and tourism across the region and proposes networks for regional centres and their surrounding areas. The Kimberley 2050 Regional Strategy (the Strategy), is the final regional strategy to be completed across Western Australia.

As aspirational plans, it is recognised that regional local governments with constrained funding may not have the capacity to deliver the complete final networks. Beyond guiding available DoT grant funding, these strategies are also demonstrably effective in driving additional investment by opening additional funding sources and enabling local government(s) to build more of the network and deliver more local travel behaviour change initiatives.

The Strategy provided in **Attachment 1**, is now being submitted to Council and DoT Executives for endorsement. Councils are invited to endorse the strategy as-is or provide in-principle support pending any requests for modifications.

The document is an aspirational vision for cycling across the region, with the action plan providing a guide for delivery. This long-term planning approach has now been endorsed by 32 metro LGs (through the Perth and Peel Long-Term Strategy) and all LGs with published regional strategies (including those in Warren-Blackwood, Leeuwin-Naturaliste, Bunbury-Wellington, Esperance, Geraldton, Pilbara, Avon and Central Coast, Great Southern, Kalgoorlie and Gascoyne regions).

The Strategy includes six central themes for cycling across the region, with key opportunities identified for each that highlight the potential for bike riding in and around the Kimberley region. Case studies are used to illustrate where similar outcomes have been achieved elsewhere. The themes include:

- Work with the Aboriginal community to celebrate Aboriginal culture, connect with Country and connect communities through riding.
- Connect to local places so it's easy to get there by bike, and promote riding.
- Design safe, comfortable and secure access for people of all ages and abilities.
- Improve access to own, maintain, hire and share bicycle equipment.
- Provide climate responsive infrastructure including shade, water and appropriate riding surfaces.
- Highlight the region's unique history and landmarks through cycle tourism, bike-packing and cycling for sport.

The Action Plan included in the Strategy prioritises the delivery of strategic infrastructure and initiatives and guide funding through DoT's current grants program or a future iteration, and other funding opportunities. Figure 2 provides a map of the outcomes of the Action Plan for the Broome Townsite.

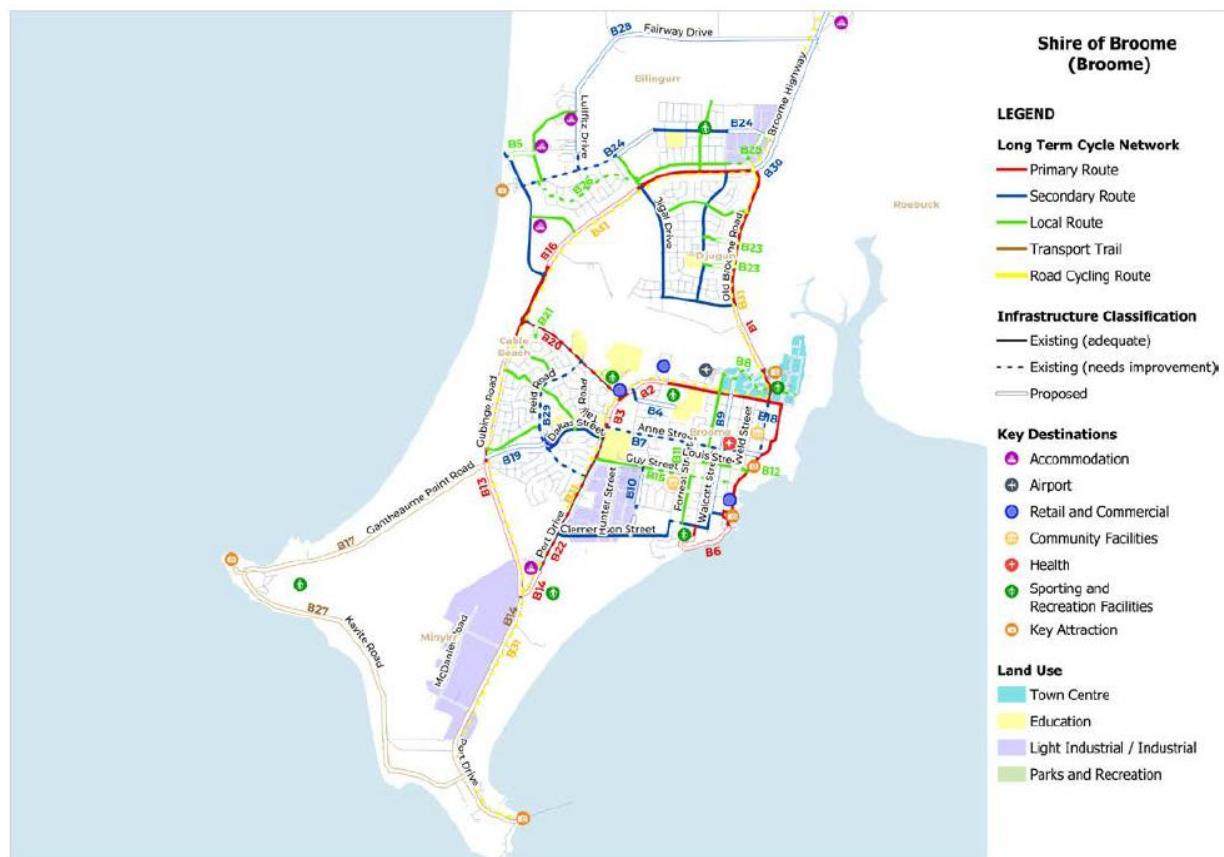


Figure 2: Long-term Cycle Network – Shire of Broome Action Plan.

The following table provides a summary of the Regional and Shire of Broome specific projects in the Action Plan which are detailed further in Section 6 of Attachment 1.

Timing	Ref.	Project name
Ongoing	KIM1	Advocacy to facilitate long-distance bike riding opportunities
Ongoing	KIM2	Your Move program promotion and participation
Ongoing	KIM3	Co-design for safety and accessibility
Ongoing	KIM4	Bicycle network promotion and activation
Ongoing	KIM5	Bicycle network monitoring and evaluation
Ongoing	KIM6	Delivering universal accessibility across the region's path network
Ongoing	KIM7	Ongoing maintenance of the bicycle network
Ongoing	KIM8	Provide public bicycle parking
Ongoing	KIM9	Support the provision of end-of-trip facilities
Ongoing	KIM10	Improve transport choice for key user groups in the region
Ongoing	KIM11	Supporting recreational riding and cycling tourism
Short Term	KIM12	Engage with Traditional Owners as part of the region's bicycle network development
Short Term	KIM13	Lighting the way: Cycle route lighting audit
Med to Long Term	KIM14	Improving legibility of the riding network through wayfinding
Med to Long Term	KIM15	Kimberley Regional Trails Masterplan
Short Term	B1	Old Broome Rd – Sandpiper Ave to Short St
Short Term	B2	Frederick St – The Boulevard Shopping Centre to Jewell St
Short Term	B3	Frederick St – Taji Rd to Cable Beach Rd East
Short Term	B4	Connect Broome Senior High School
Short Term	B5	Camp School Path
Short Term	B6	Demco Foreshore Shared Path

Short Term	-	Gubinge Rd road crossing improvements (various locations)
Medium Term	B7	Anne St improvements
Medium Term	B8	Improve access to Broome Airport
Medium Term	B9	Provide north-south access on Walcott St
Medium Term	B10	Complete gaps on Pembroke Rd
Medium Term	B11	Forrest St improvements
Medium Term	B12	Louis St improvements
Long Term	B13	Gubinge Rd – Port Dr to De Marchi Rd
Long Term	B14	Connect Broome Port and Jetty
Long Term	B15	Guy St improvements
Long Term	B16	Gubinge Rd – Cable Beach Rd West to Fairway Dr
Long Term	B17	Connect Gantheaume Point
Long Term	B18	Hamersley St improvements
Long Term	B19	Connect Gantheaume Point
Long Term	B20	Cable Beach Rd East improvements
Long Term	B21	Improve access for residents to Cable Beach Rd East primary route
Long Term	B22	Port Dr improvements
Long Term	B23	Improve access for Djugun residents
Long Term	B24	East-west connectivity through Broome North and Cable Beach
Long Term	B25	Connect Broome North industrial precinct
Long Term	B26	East-west connectivity through Broome North and Cable Beach
Long Term	B27	Connect Broome's southern peninsula
Long Term	B28	Lullfitz Dr/Fairway Dr
Long Term	B29	Reid Rd improvements
Long Term	B30	Riding connectivity along Broome Hwy
Long Term	B31	Facilitate road cycling opportunities in Broome
Long Term	B32	Connect the Dampier Peninsula
Long Term	B33	Connect Bidyadanga

Once endorsed the Strategy will be published on the DoT website. The document is maintained by DoT in partnership with all included local governments. The strategic priorities of the Strategy are proposed to be reviewed in 5 years and a full review of the strategy undertaken in 10 years.

DoT seek this endorsement to demonstrate region-wide collaboration on a shared vision, which will assist in leveraging and prioritising future funding. Once a long-term strategy is in place, all current WABN grants, and its future iteration, will be linked to them. Furthermore, these strategies have already been successful in gaining funding from Federal and commercial sources.

COMMENT

Officers have reviewed the Strategy and sought feedback from Councillors. It is recommended that the Strategy is endorsed subject to the following minor amendment:

- Shire of Broome Long Term Action B31 to facilitate improvements to on road cycling in Broome is to be merged with the Ongoing Regional Priority Project KIM1 for the advocacy to facilitate long distance bike riding opportunities.

This amendment is requested to ensure the importance of improving the on road environment for road cycling in Broome and the Kimberley is being prioritised appropriately in reference to the discussion throughout the Strategy. A consolidation of the overlapping

actions shall provide simplicity, add weight and to ensure all relevant locations are appropriately prioritised as part of the same discussions.

Through existing informing strategies and plans, the Shire is currently committed to the majority of the short term and ongoing actions outlined in the Strategy through the Council Plan 2025-2035. Endorsement of the Strategy will reaffirm these commitments and be a valuable tool in applications for grant funding into the future. During the next review of the Council Plan, officers will ensure any missing actions from the Strategy are incorporated appropriately and existing actions updated to ensure alignment.

CONSULTATION

Development of the Strategy, began in early 2024, with the Shires of Broome, Wyndham East Kimberley, Derby West Kimberley and Halls Creek, working in partnership with DoT.

Internal working groups for each local government provided input and guided the development of the document. These working groups included diverse representatives across engineering, works, planning, community development, community safety, communications, sustainability, tourism, and economic development.

Stakeholder input was sought and received from government and non-government organisations, including (but not limited to):

- the Department of Local Government, Sport and Cultural Industries (DLGSC),
- Planning, Lands and Heritage (DPLH),
- Biodiversity, Conservation and Attractions (DBCA),
- Main Roads Western Australia (Main Roads),
- Department of Water and Environmental Regulation (DWER),
- Tourism WA,
- WA Local Government Association (WALGA),
- Kimberley Development Commission (KDC) and
- WestCycle.

Successful connections included Nyamba Buru Yawuru, Emama Nguda; Winun Ngari; Mirima Aboriginal Corporations, and MG Corporation, whose input has helped to shape the opportunities in the strategy. Details of stakeholder consultation can be found in Appendix A of the Strategy.

WSP visited all key centres across the region to undertake initial scoping in mid 2024. A comprehensive review of relevant government and non-government policies and strategies was undertaken, alongside reviews of existing cycling networks, data analysis, and stakeholder meetings to discuss and identify opportunities for cycling across the region.

Information sheets and preliminary 2050 network maps for the project were used in community consultation. Information on the project was provided via the online My Say Transport engagement platform and in hard copy at drop-in sessions and Shire Administration Centres.

Feedback was gathered via direct comments provided at the community drop-in sessions, a survey, and interactive maps. Over 455 visits (including information downloaded) were made to the My Say Transport project page, with 126 people completing the survey between 01 June and 12 July in mid-2024 (93 online/33 hardcopy). Over 140 people attended the community drop-in sessions in early June 2024 and an additional 4 people attended the online Community forum in July 2024. See Appendix A of the Strategy for details.

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Development of the Strategy was wholly funded by DoT but undertaken in partnership with relevant local governments.

Endorsement of the Kimberley 2050 Cycling Strategy does not commit Council nor State Government agencies to deliver all, or any part, of the Kimberley 2050 Cycling Strategy within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route or initiative within the Strategy. Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational Kimberley 2050 Cycling Strategy over the longer term.

The Strategy shall be a valuable tool in applications for grant funding into the future. The WABN grants program is the State Government's primary funding source to local government for the planning, design, delivery and activation of active transport infrastructure and related initiatives. The Program is based on a joint funding model, with the State Government providing a co-contribution of up to 50 per cent of the total eligible project cost. The Shire has previously received \$402,000 of WABN grant funding for the Conti Foreshore Shared Path project. A further \$2.6 million of WABN grant funding has been secured for four projects from 2024/25 to 2027/28 as outlined in the 27 March OMC item 9.2.4. This will see Action Plan items B1, B2, B3, B5, B6 and B8 promptly addressed.

RISK

Nil.

STRATEGIC ASPIRATIONS

Place - We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone.

Outcome 6 - Responsible growth and development with respect for Broome's natural and built heritage

Objective 6.3 Create attractive, sustainable streetscapes and green spaces.

Outcome 7 - Safe, well connected, affordable transport options

Objective 7.2 Provide safe, well connected paths and trails to encourage greater use of active transport.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

- 1. Endorses the principles of the Kimberley 2050 Cycling Strategy subject to the following amendment;
 (a) Shire of Broome Long Term Action B31 is to be merged with the Ongoing Regional Priority Project KIM1;. and*
- 2. Requests the Chief Executive Officer to consider the Kimberley 2050 Cycling Strategy Action Plan in the next review of the Shire of Broome Council Plan.*

Attachments

1. Kimberley 2050 Cycling Strategy, Department of Transport



Government of **Western Australia**
Department of **Transport**

Empowering a
thriving community



KIMBERLEY

2050 | Cycling Strategy



**Shire of Derby /
West Kimberley**



**Shire of
Halls Creek**



Acknowledgement

The authors of the Kimberley 2050 Cycling Strategy acknowledge the Traditional Custodians of the land on which we work and live, and recognise their continuing connection to land, water and community. We pay respect to Elders past and present.

Specific acknowledgements have been made throughout the document to name the Country and the Traditional Custodians.

In the first instance this has been informed by Native Title Determination Areas, as per the Native Title Tribunal Native Title Claimant Applications and Determination Areas Map, available from the National Native Title Tribunal.

Where no formal Native Title claim has been determined, reference has been made to the AIATSIS Map of Indigenous Australia. We note that some of the information shown on that map is contested and may not be agreed to by some Traditional Custodians. We additionally recognise there are alternative spellings for some of these names.

Please contact activetransport@transport.wa.gov.au if Traditional Custodians have not been accurately recognised.

About this publication

The information contained in this publication is provided in good faith and believed to be accurate at time of publication. The State shall in no way be liable for any loss sustained or incurred by anyone relying on the information.

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Cover photo: Rider at Gantheaume Point, Broome
Credit: Department of Transport

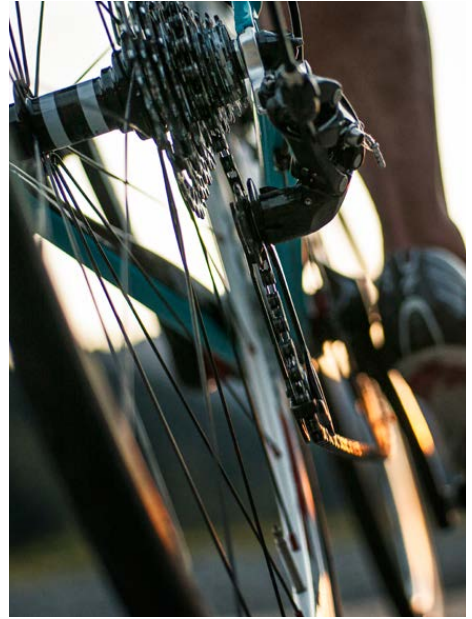
Alternative formats

This publication can be made available in alternative formats upon request. Contact us to request a copy or submit an enquiry.

Contact

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Email: activetransport@transport.wa.gov.au
Website: transport.wa.gov.au





This strategy outlines how the Kimberley region can realise its full cycling potential, leading to a healthier, happier and more engaged community.



Executive Summary

Towns and communities with high levels of bike riding enjoy a range of social, economic and environmental benefits. Bike riding helps create more connected and welcoming communities, benefits the economy through tourism and supporting services like bike mechanics, and enables people to live happier, healthier and more active lives. Fundamentally, increasing bike riding, and other forms of active transport is about improving quality of life – something that is critical for our communities and visitors to the Kimberley region.

The Department of Transport (DoT) is currently leading the development of a new active travel strategy, 'Walk, Wheel, Ride, Thrive', which will enable partnerships between local and state governments to improve cycle infrastructure throughout the Western Australia (WA). Once published, 'Walk, Wheel, Ride, Thrive' will replace the Western Australian Bicycle Network Plan. The State Government has developed a Long-Term Cycle Network (LTCN) in collaboration with local governments that recognises the important integration of connections to major and local attractions, tourist destinations and trails. This network is recognised in the [12 regional cycle strategies](#) that have been developed.

A contextual overview for the regional cycling strategies is available for reference on the Department of Transport's (DoT's) website. It presents the justification for developing regional strategies and outlines why bike riding is important and beneficial to regional WA. A suite of guidelines relating to [planning and designing for active transport](#) has also been developed by the Department.

This document has been developed in conjunction with the shires of Broome, Derby-West Kimberley, Halls Creek and Wyndham-East Kimberley.

Extensive consultation has been undertaken with the community as well as key stakeholders including local government, cycling groups, peak bodies, and state government agencies. This has supported the identification of six central themes and complementary opportunities for bike riding in the Kimberley region (Table 1).

A primary consideration in each strategy is ensuring that the cycle network is safe for people of all ages and abilities, particularly children and vulnerable adults. This will be achieved through the development of safe school routes and safe crossing points in all regional towns, thereby encouraging and enabling more people to reap the health and wellbeing benefits of bike riding and other forms of active travel.

Many of the recommendations in this strategy focus on programs and initiatives to support behaviour change, activation and participation, and improved planning. These programs aim to address the barriers and motivators to bike riding, targeting the specific needs of each region's diverse populations. They also support the development of soft facilities such as bike parking, rest stops, wayfinding and improved mapping. The strategy also acknowledges that bike riding infrastructure has many different users, including people bike riding, walking, wheeling, using eRideables and using personal mobility devices such as gophers.

There is an exciting opportunity to develop new transport trails that link regional towns and key attractions. Harnessing railway corridors and road systems, the proposed regional cycle network aims to attract more visitors to each region, encouraging them to stay longer and explore the region's unique biodiversity, culture and heritage.

This strategy brings all this together and outlines how the Kimberley region can realise its full cycling potential, leading to a healthier, happier and more engaged community.

Table 1. Kimberley 2050 Cycling Strategy – themes and opportunities

Theme	Opportunities
 <p>Work with the Aboriginal community to celebrate Aboriginal culture, connect with Country and connect communities through riding.</p>	<ul style="list-style-type: none"> Engage with the Aboriginal community to improve access to their regional locations and support positive health and wellbeing outcomes. Create riding routes and trails that highlight Aboriginal culture and heritage. Integrate Aboriginal cultural design elements and language to enrich a sense of place in the Kimberley.
 <p>Connect to local places so it's easy to get there by bike, and promote riding.</p>	<ul style="list-style-type: none"> Provide safe walking and riding routes to school, and improve riding skills among young people. Establish connections to shops, workplaces, local services and recreation areas. Encourage riding for day-to-day trips and for recreation through community programs, initiatives and events. Provide safe, connected infrastructure for people on bikes, including bike parking and clear wayfinding.
 <p>Design safe, comfortable and secure access for people of all ages and abilities.</p>	<ul style="list-style-type: none"> Provide a path network that caters to people of all ages and abilities. Provide safe crossings for people walking, wheeling and riding. Foster positive perceptions of personal safety and security for everyone.
 <p>Improve access to own, maintain, hire and share bicycle equipment.</p>	<ul style="list-style-type: none"> Work with potential providers to enable access to affordable bikes and maintenance services. Provide transport choices for people in the region.
 <p>Provide climate responsive infrastructure including shade, water and appropriate riding surfaces.</p>	<ul style="list-style-type: none"> Provide a comfortable riding experience. Deliver sustainable riding infrastructure. Ensure ongoing maintenance to provide consistently safe and smooth riding surfaces.
 <p>Highlight the region's unique history and landmarks through cycle tourism, bike-packing and cycling for sport.</p>	<ul style="list-style-type: none"> Improve connections to the region's key attractions, including good riding access for visitor accommodation. Create safe conditions for people riding on-road and long-distances. Support opportunities for trail riding in the region.

Why we want more people walking and riding



More vibrant, friendly and safe communities

Increasing active transport improves community cohesion and can enhance local security.¹



More than 1 in 4

Regional Western Australians bike ride in a typical week – the highest proportion of any Australian state and territory.²



A more sustainable health system

Consistent walking or riding can help reduce cardiovascular disease, type 2 diabetes and the mortality rate.³



More than 4 in 10

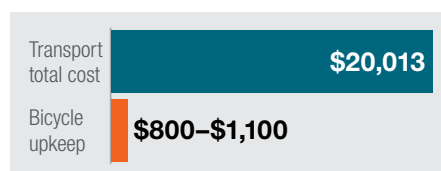
Western Australian adults don't get enough physical activity.

Improving access to walking and riding infrastructure in regional areas is a key focus to better sustain outer metro health systems.^{4, 5}



A stronger economy

Cost per year (Australian average)⁶



Bike tourism is a growing niche, encouraging more repeat travel to regional WA areas.⁷



Healthier and happier people

Bike riding can improve mental, physical and social health and wellbeing, as well as reduce sickness absence to work.⁸



A fairer and more equitable society

Many people living in outer urban, rural and remote regions have very limited transport options.⁹

The improvement of walking and bike riding conditions can reduce motorised travel and enables people of all ages and abilities to use healthier, more cost-effective active travel modes.¹⁰

At a glance

The bike riding industry in 2022

\$6.7bn

Contributed to the Australian economy.

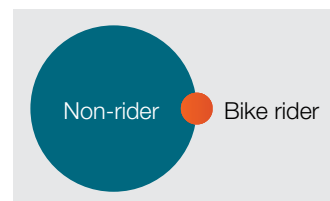
58,272

Full-time jobs supported.¹¹



Greener and cleaner places

CO2 emissions from daily travel



Bike riders had 84% lower CO2 emissions than non-riders.¹²



People who shifted from car to bike were found to decrease life cycle CO2 emissions by 3.2kg CO2/day.¹³

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1. Introduction

The Kimberley region is unique with a wide range of geographic and cultural features that vary from the coast to rivers, and inland areas. Although each community has distinct difference and needs, they share a unified vision to be a part of a regional community that is liveable and inclusive, celebrates its rich culture and heritage and fosters economic prosperity. A key ingredient to achieving this is providing people of all ages and abilities with transport choices to get to the places they want to go.

An 'all ages and abilities' design philosophy is about creating places and facilities that are safe, comfortable and convenient for as many people as possible.

By designing walking, wheeling and riding facilities to cater for young and vulnerable users we create a network that everyone can use. At the heart of this approach is fairness, by enabling people to access places regardless of age, physical ability, location, income or the wheels they use.

1.1 Guiding principles

The LTCN proposed in this strategy has been developed based on six bicycle network planning principles developed by the DoT. More information on the principles can be found through the DoT ['planning and designing for active transport'](#) webpage.

1.2 Kimberley in context

The Kimberley region has been the home of Traditional Owners/Custodians for over 50,000 continuous years. Spanning 423,500 square kilometres, it is a vibrant cultural landscape where more than 30 Aboriginal languages are spoken. With a population of just over 35,000 people,¹⁴ the Kimberley encompasses four local government areas, with key population centres in Broome, Derby, Fitzroy Crossing, Halls Creek, Wyndham and Kununurra.

Nearly 20 per cent of Kimberley households lack car access, making diverse transport options essential. Bicycles offer a practical solution for daily travel, accessing local services, visiting friends, recreation and exploring the region's attractions.

The Kimberley attracts around 425,000 visitors annually,¹⁵ offering opportunities for bicycle tourism in townships and remote outback tours, boosting the economy.

The region's sub-tropical climate has distinct wet (November to April) and dry (May to October) seasons and is prone to severe weather, requiring resilient infrastructure and communities.

1.2.1 Expected changes in population

The population is expected to grow from just over 35,000 in 2021 to 40,000-45,000 by 2031¹⁵ increasing demand for quality transport connections and bike infrastructure in the region. Figure 2 illustrates the distribution of population across some of the region's key towns, with Broome continuing to function as the region's main urban centre.

1.2.2 Expected changes in land use

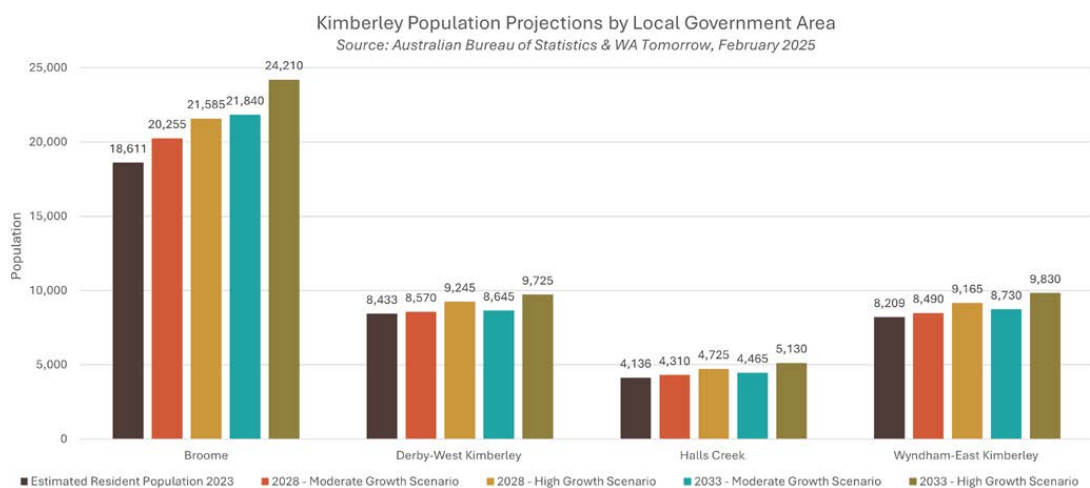
A review of strategic land use planning for the region was undertaken to support the identification of key growth areas and planned developments. These have informed the assessment of existing and future potential bike riding demand.

Figure 1. Map of the Kimberley region. Credit: Kimberley Development Commission.



Figure 2. Graph of population projections across some of the region's townsites.

Credit: Kimberley Development Commission.



Kimberley 2050 Cycling Strategy

A review of strategic land use planning for the region supports the identification of key growth areas and planned developments. These have informed the assessment of existing and future potential bike riding demand, including:

Shire of Broome

- Broome North is a partially completed land development which includes new homes, schools, shopping centre and a light industrial precinct. On completion, the Broome North development will effectively double the town's population.
- Other sites under investigation for new residential development include along the periphery of Broome Airport, One Mile (adjacent to Old Broome Road) and McMahon Estate Development (near Cable Beach Road).
- Establishing a new youth precinct next to the Broome Recreation and Aquatic Centre and a new recreational precinct at Gantheaume Point.
- Development of Sanctuary Road Caravan Park, key worker and over 55s village to provide ninety-one new homes for people.
- Broome Road Industrial Park development opportunity on 412 hectares (ha) of vacant land.

Shire of Derby-West Kimberley

- Potential for redevelopment of areas close to the Derby town centre through rezoning and / or subdividing to increase housing density and diversity.
- Development opportunities in Derby include 2 vacant lots west of Ashley Street, the area surrounding the established Golf Links Estate and Fallon Street light industrial estate.
- Potential residential expansion north of the Fitzroy Crossing town centre and south of Scrivener Road identified in the Fitzroy Futures Town Plan (2009), noting the plan has been flagged for review in the Local Planning Strategy.

Shire of Halls Creek

Three 'future urban development areas', totalling 110 hectares, are identified around the periphery of the Halls Creek town centre.

Shire of Wyndham-East Kimberley

- Future residential expansion in Kununurra to the areas south and east of Victoria Highway / Livistona Street, subject to structure planning.
- Potential expansion of the Kununurra townsite northwards in the long-term and light industrial area adjacent to Weaber Plain Road.
- Potential for increased density of Wyndham's existing residential areas and expansion northwest and southeast of Great Northern Highway

Master planning for various airports across the region has also occurred. This includes relocation of existing airports to repurpose land uses, as is the case for Broome Airport which is currently a significant barrier to movement and access, or further development of existing airports. This presents an opportunity to improve riding connectivity to / from the airports across the region to provide visitors, workers and residents with an alternative mode of access.

1.2.3 Planned major transport investments

Road projects provide opportunities to improve safety for on-road cycling and strengthen regional active transport connectivity. These efforts are supported by the WA Active Transport Infrastructure Policy,¹⁶ which guides the developments of active transport infrastructure along state-controlled roads and rail corridors. Improvements to ocean and air-based travel to the region also present opportunities to promote cycling tourism and have been noted, such as the proposed expansion of Broome Port and East Kimberley Regional Airport improvements which will increase access and potentially attract more visitors to the Kimberley.

Major transport projects in the region which are funded and committed are listed. Road projects present opportunities to improve safety for on-road cycling and regional riding connectivity where appropriate. Other opportunities to encourage cycling tourism resulting from improvements to ocean and air-based travel to the region are also noted.

- Sealing over three hundred kilometres of Tanami Road, which links the Great Northern Highway near Halls Creek with the Northern Territory. The project will deliver safer and all-weather access to remote Aboriginal communities, mine sites and for freight, with works taking place over the next decade.
- Duncan Road and Gordon Downs Road upgrades to improve the quality of the road which provides access between Halls Creek and the Yaruman (Ringer Soak) community, cattle stations and the Browns Range Rare Earths Project. Due for completion in late 2025.
- Replacement of three single-lane bridges which cross Tickalara Creek, Frog Hollow Creek and Arthur Creek on the Great Northern Highway. To be replaced with dual lane bridges by mid-October 2024.
- Gibb River Road upgrades involving sealing and upgrading sections as part of ongoing improvements through to 2027.
- Broome Cape Leveque Road upgrades which has delivered a roundabout at the intersection with Broome Road, improved internal roads in Beagle Bay and seeks to improve access to One Arm Point by 2025.
- Expansion of Broome Port which is funded and scheduled for completion in 2025. This will increase cargo capacity, bolster local industry and provides the potential for more cruise ships to travel directly to Broome.
- East Kimberley Regional Airport runway extension and improvements to increase capacity and encourage lower fares for flight services. This will enhance connectivity to eastern Kimberley and support tourism opportunities.

1.3 Background research and analysis

1.3.1 Literature and data review

The strategy is informed by extensive background research and analysis, including review of:

- national, state and regional planning documents;
- local planning documents and data;
- datasets including Australian Bureau of Statistics (ABS) census data, Main Roads WA (Main Roads) crash information and road network information; and
- GPS travel data, including Strava heatmap of recorded rides.

The findings from the review, in conjunction with extensive stakeholder and community consultation, have helped to understand the current challenges and issues as well as identify unique themes and opportunities for bike riding in the Kimberley.

A high-level summary of some of the initial opportunities identified include:

- Safe routes to schools
- Safe speed zones
- Connect to the region's key tourism assets
- Bike riding events to promote riding and activate neighbourhood infrastructure projects
- Install climate responsive infrastructure, including consideration for construction materials
- Partnerships with health organisations to deliver messaging / events
- Support development of new cycle tourism businesses / diversification into cycle tourism offerings
- Opportunities to highlight existing, and create new, bike riding trails and loops
- Formalise sports cycling opportunities
- Enhance streetscape amenity and increase tree canopy / vegetation as part of bicycle projects
- Increase youth engagement in bike riding including dedicated facilities or social interventions and programs
- Multi-language wayfinding

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1.3.2 Mapping existing and future destinations

An analysis of existing and planned land use was undertaken to support the identification of potential key trip attractors for bike riding. These include schools, shopping centres, central business districts, industrial areas, tourist destinations, health campuses and sporting / recreational precincts within urban centres.

Additionally, opportunities to support long distance riding routes and interregional connectivity will be explored as part of the Strategy, including:

- Creating opportunities for creating a safe riding environment along the Gibb River Road and other long-distance roads
- Connecting people to key tourism assets in recognising the abundance of these in the region (El Questro Wilderness Park, Purnululu National Park, Mitchell River national Park)
- Connecting the major townsites within the region and to neighbouring regions

The key trip attractors have informed the development and categorisation of the 2050 Kimberley region's bicycle network and are shown together in Section 5.

1.3.3 Review of the existing bike riding network

The walking and riding network varies significantly across the region in terms of coverage and quality for all local governments. The network is comprised of off-road routes and a combination of footpaths and shared paths. There are no dedicated facilities for on-road routes, however, sealed road shoulders are used for road cycling in some areas.

Walking and riding

Several common issues and challenges for bike riding exist across the region including:

- **Gaps in the shared path and footpath network** – Inconsistent provision of pathways (e.g. no path provided, disconnected path, path alignment changes sides) limiting the function of these links as viable bike riding route.

- **Quality of existing infrastructure** – Inconsistent path surfaces, narrow path widths, damaged and deteriorated paths resulting in an uncomfortable riding environment.
- **Barriers to movement** – Highways and roads with vehicles, including trucks, travelling at high speeds making it difficult for people walking and riding to cross. Large land holdings, such as Broome Airport, limiting movement and access through the town.
- **Maintenance challenges** – Ongoing need to clear paths from debris, sand, gravel, broken glass and prickles to maintain rideability as well as ongoing challenges with vandalism of infrastructure.
- **Climate** – Harsh weather condition in the region for some of the year making it uncomfortable for people to walk or ride as well as weather-related damage to infrastructure. This places great importance on the need to provide climate responsive infrastructure such as shading and shelter, rest stops and water fountains as well as consider the use of construction materials.
- **Perceptions of personal safety and security** – Reports of people feeling unsafe around certain areas, particularly at nighttime, which may limit uptake of people walking and riding.
- **Construction and maintenance costs** – The cost to deliver infrastructure and maintain / deliver repairs in the regions is much higher than it is in metropolitan WA.

1.3.4 Stakeholder and community consultation

The vision for bike riding in the Kimberley will only be realised through collaboration and shared effort. Accordingly, stakeholder and community input has been sought during various phases of the project and has been fundamental in informing the development of the strategy.

A summary of consultation activities and key stakeholders are depicted in Figure 3. More information on consultation outcomes can be found in Appendix A.

Figure 3. Community and stakeholder consultation summary



2. Encouraging Bike Riding

Traditional bike riding strategies have often relied on a ‘build it and they will come’ approach, focusing primarily on infrastructure improvements. However, this approach does not fully account for the social factors that influence biking, such as perceptions of safety, access, ability and awareness.

To boost bike riding participation, it's essential to address both infrastructure and the social environment, including barriers and motivations that impact different potential riders and foster a culture of bike riding.

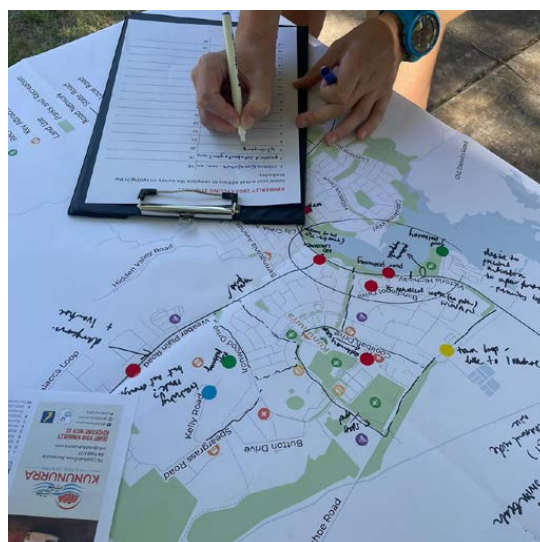
Despite the well-documented health benefits of bike riding, participation rates remain low due to a combination of poor infrastructure quality and a lack of a bike riding culture shaped by social norms. The DoT [planning and designing for active transport](#) webpage explores key considerations for addressing these challenges and enabling more people to ride.

These include:

- Activation, consultation and evaluation infrastructure delivery model, which supports built and social environment outcomes to be considered side-by-side.
- Opportunities for cross-agency collaboration to align efforts and resources.
- Insights into the social and environmental factors that influence cycling participation rates.
- Strategies designed to foster a bike-riding culture and encourage more people to ride.

Insights for bike riding in the Kimberley:

With at least half of commuting trips, and most non-commuting trips within regional towns, being less than 3 kilometres, there is a significant opportunity to switch many car trips to cycling¹⁴.



Community engagement session at Broome Markets (left) and Kununurra Markets (right) to seek feedback on cycling. Credit: Department of Transport.

¹⁴ Department of Transport

3. Regional Route Hierarchy

The Kimberley's 2050 bike riding network is categorised into five types of bike riding routes, which collectively form the [WA Cycling Network Hierarchy](#). This hierarchy has been adopted for all published regional cycling strategies and will continue to apply to all future bike riding strategies for WA. The key differences between the five types of routes are depicted in Figure 4.

Figure 4. WA Cycling Network Hierarchy

	1. PRIMARY ROUTE	2. SECONDARY ROUTE	3. LOCAL ROUTE
Function	Primary routes are high demand corridors that connect major destinations of regional importance. They form the spine of the cycle network and are often located adjacent to major roads, rail corridors, rivers and ocean foreshores. Primary routes are vital to all sorts of bike riding, including medium or longdistance commuting / utility, recreational, training and tourism trips	Secondary routes have a moderate level of demand, providing connectivity between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities. Secondary routes support a large proportion of commuting and utility type trips, but are used by all types of bike riders, including children and novice riders.	Local routes experience a lower level of demand than primary and secondary routes, but provide critical access to higher order routes, local amenities and recreational spaces. Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.
Design Philosophy	An all ages and abilities design philosophy is about creating places and facilities that are safe, convenient for as many people as possible. By planning for and designing infrastructure that caters for the youngest and most vulnerable users, we create a walking and bike riding network that everyone can use. At the heart of this approach is fairness and enabling all people to use the network regardless of age physical ability or the wheels they use.		
Form	All routes can take a number of different forms and are designed to suit the environment in which they are located. These forms include: <ul style="list-style-type: none"> • Bicycle only, shared and/or separated paths; • Protected bicycle lanes (uni or bi-directional, depending on the environment; and • Safe active streets. Principal Shared Paths (PSPs) are often built along primary routes. A PSP is a high quality shared path built to MRWA PSP standard which generally means the path will be 4 m wide, have adequate lighting and be grade separated at intersections (where possible). In some locations, quiet residential streets incorporating signage and wayfinding may be appropriate for local routes.		

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Road Cycling Routes and Transport Trails form part of the complementary network, supporting more select user groups, primarily for recreational, sport and/or tourism purposes.

	ROAD CYCLING ROUTE	TRANSPORT TRAIL
Function	Road cycling routes are designated routes for bike riders undertaking long distance rides in (predominantly) on-road environments, for training, sports, or recreational purposes.	Transport trails provide long-distance, off-road (predominantly unsealed) riding experiences through natural settings, away from motorised traffic. They often support recreational and tourism trips between towns and regions.
Form	Road cycling routes are predominantly located on lower order rural or semi-rural roads on the outskirts of cities and towns. Sections may follow busier roads, particularly as road cycling routes typically begin and end in built up areas and often follow scenic roads popular with other road users. These routes support bike riders undertaking challenging longer distance rides by raising awareness and encouraging safe behaviour by all road users. This is achieved through advisory signage, warning technology and other road safety initiatives.	Transport trails are typically located within underutilised transport and service corridors in rural areas. Due to their relatively gentle gradients, former railways and certain utility corridors make excellent candidates for these trails. Transport trails should be constructed from materials appropriate to the environment and level of service required. Well drained, compacted gravel with supporting infrastructure such as wayfinding signage is a common form. In some instances transport trails will be sealed, such as where they intersect with busy roads or run through town sites. They will often change classification to a primary or secondary route when they pass through a town, reflecting the more holistic role they perform in the transport network in these situations.

4. The Way Forward

This section summarises the main themes and opportunities gathered from stakeholder and community consultation. Each theme identifies ways to improve bike riding in the region and includes case studies showing where similar successes have been accomplished.

4.1 Work with the Aboriginal community to celebrate Aboriginal culture, connect with Country and connect communities through riding

Key opportunities:

- Engage with the Aboriginal community to improve access to their regional locations and support positive health and wellbeing outcomes.
- Create riding routes and trails that highlight Aboriginal culture and heritage.
- Integrate Aboriginal cultural design elements and language to enrich the Kimberley's sense of place.

In the Kimberley, over 40 per cent of the population identify as Aboriginal or Torres Strait Islander¹⁴. A large population also identify as living in remote areas where transport options are limited. The strategy promotes walking, wheeling and riding to improve access and support physical activity, helping manage prevalent health conditions.

It emphasises engaging with Traditional Owners/Custodians to integrate their views into planning, fostering culturally enriched public spaces and cultural awareness through transport and place making initiatives. The strategy also aims to develop trails that highlight Aboriginal culture and heritage, recognising the potential for positive social and economic impacts through Aboriginal tourism.

4.1.1 Engage with the Aboriginal community to improve access to their regional locations and support positive health and wellbeing outcomes

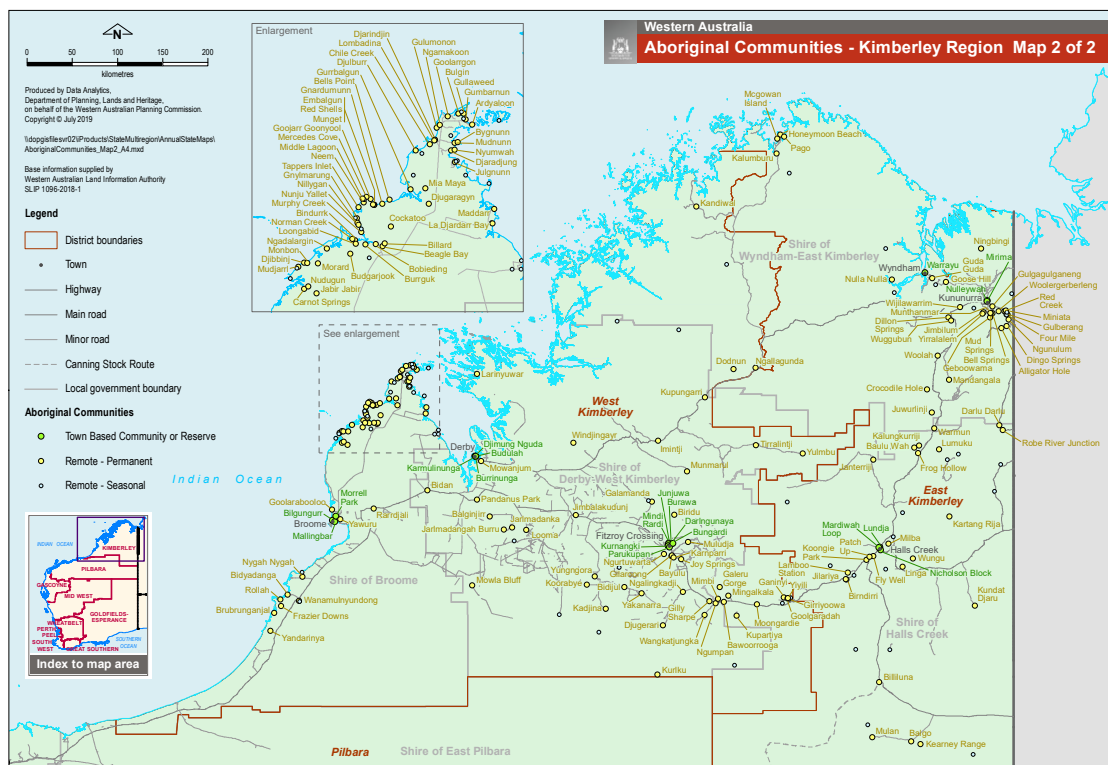
Transport disadvantage, lower life expectancy and poor health outcomes are some of the challenges faced by several communities throughout WA, but particularly evident in Aboriginal communities in this region.^{17,18}

According to the 2010 ABS census, 71 per cent of Aboriginal and Torres Strait Islander adults in remote areas had no access to public transport, 15 per cent couldn't reach places due to lack of transport, and nearly one-third had no access to a motor vehicle.¹⁷

These communities also suffer from greater health disparities, including lower life expectancy and higher rates of diabetes and cardiovascular disease.¹⁸ Regular physical activity can prevent or manage these conditions, so this strategy aims to support communities in meeting their physical activity needs through walking, wheeling and riding, which also serves to improve transport access within and between communities.

During the strategy's development, efforts were made to engage with Aboriginal corporations following local government guidance on key contacts. Successful connections included Nyamba Buru Yawuru, Emama Nguda Aboriginal Corporation, Winun Ngari Aboriginal Corporation, and MG Corporation, whose input has helped to shape the opportunities in this strategy.

Kimberley 2050 Cycling Strategy

Figure 5. Locations of Aboriginal communities in the Kimberley region.Credit: WA Department of Planning, Lands and Heritage [Aboriginal Communities Map 2](#).

Preliminary opportunities to improve access and connectivity for Aboriginal communities include:

- The Shire of Broome
 - Transport trail to improve connectivity between Bidadanga, WA's most populous Aboriginal remote community, and Broome township, noting that works are currently underway to upgrade the internal road network to provide better access to homes and businesses during the wet season and reduce dust during summer.¹⁹
- The Shire of Derby-West Kimberley
 - Connect Mowanjumb by providing a safe riding environment along the Gibb River Road and Derby Highway, towards town.
 - Complete gaps in the local network to provide safe access to Burawa, Junjuwa, Mindi Rardi, Kurnangki, Darlungunaya, Bungardi and Parukupan.
- The Shire of Halls Creek
 - Complete gaps in the local path network to connect Nicholson Block and Lundja (also known as Red Hill) to town.
- The Shire of Wyndham-East Kimberley
 - Complete gaps in the local path network to improve access for communities surrounding Speargrass Road, including Mirima and Nulleywah.
 - Connect communities located on the fringe of the urban area to town, including Emu Creek and other communities located to the south, accessed by Crossing Falls Road, as well as Packsaddle Road.

Further work is recommended to investigate a State-led approach, adopting a co-design method for better Aboriginal engagement in transport projects.

4.1.2 Develop riding routes and trails that highlight Aboriginal culture and heritage

The Western Australian Indigenous Tourism Operators Council highlights the positive social impact of Aboriginal tourism on local communities, including generating employment, strengthening pride and bringing cultures together. In 2021-22, Aboriginal tourism contributed \$64 million in economic impact to the State's economy and 516 full time employee jobs.²⁰



Bikes parked outside Mabu Mayi Café and Yawuru's administration building in Broome
Credit: Department of Transport.

The Kimberley region is rich in cultural and heritage sites significant to Aboriginal people. The LTCN aims to improve bike connectivity to these key attractions over the next five years, incorporating landscaping, artwork and interpretive signage to showcase cultural connections.

Longer-term goals include expanding the Jetty to Jetty trail in Broome and identifying new recreational and educational bike routes in collaboration with the Aboriginal community.



Aerial view of the Mowanjum Aboriginal Art and Culture Centre building
Credit: Mowanjum Aboriginal Art and Culture Centre.

Case study

Jetty to Jetty trail

Nyamba Buru Yawuru's Jetty to Jetty trail narrates the stories of Broome's pearling era, highlighting the contributions and struggles of Aboriginal and Asian workers. This self-guided trail, part of the Shire of Broome's Conti Foreshore project, runs between the Old Jetty and Streeters Jetty. It offers a balanced view of Broome's history, showcasing community resilience and the deep connection between people, place, culture and family.

"Broome teaches us how to live together, how to harmonise. That is the reason Broome is unforgettable – my lifetime teacher. Always, Broome is with me." - Kunihiro Kaino



A person sitting at one of the Jetty to Jetty information stops.

Credit: UDLA www.udla.com.au/projects/jetty-to-jetty-interpretive-trail.

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4.1.3 Integrate Aboriginal cultural design elements and language to enrich a sense of place in the Kimberley

Bike riding facilities offer opportunities to integrate Aboriginal cultural elements and enhance place. Aboriginal design and art can foster a sense of belonging and celebrate local history.

For example, the Waringarri Arts Centre in Kununurra incorporates Aboriginal art, Miriwoong language, and English translation into pathway designs. Interpretative signage at the Boab Prison Tree in Derby tells the dark and sombre history associated with the site and provides an important point of reflection for people visiting.

Incorporating Aboriginal language through wayfinding signs, route names and rest stops is another valuable approach. In the Kimberley, the use of Aboriginal names has gained momentum in recent years with Bunuba, Wilinggin and Balangarra names approved for many parks.²⁰

"For Aboriginal peoples, names of places are intertwined with lore and spirituality and are intrinsically attached to their understanding of its history, culture, rights and responsibilities to the land."

The Department of Biodiversity Conservation and Attractions (DBCA) describe dual naming as officially recognising geographical locations or features with two distinct names and note that dual naming can serve as a transitional step toward adopting the Aboriginal name exclusively.

There is an opportunity to continue building on existing initiatives in the region. This strategy recommends ongoing collaboration with Aboriginal communities and stakeholders to integrate cultural design elements and language into bike riding projects.



Aboriginal design elements showcased at Waringarri Arts Centre in Kununurra and the Boab Prison Tree and interpretive signage in Derby.

Credit: Department of Transport.

²⁰ Department of Transport

Case study



Connecting with Country Framework

The NSW Government's 2023 Connecting with Country Framework aims to guide the planning, design and delivery of all built-environment projects in NSW with a Country-centred approach led by Aboriginal people. The key commitment is: "All NSW built environment projects will be developed with a Country-centred approach guided by Aboriginal people, who know that if we care for Country, Country will care for us."²⁹

The framework applies to all project scales, from art installations to precinct-wide developments, and outlines:

- practices for reframing how built environment professionals work;
- actions for implementing the framework;
- outcomes for Country, including Healthy Country, Healthy Community, Protecting Aboriginal Cultural Heritage, Cultural Competency, and Better Places; and
- designing with Country considerations for a Country-centred approach.

4.2 Connect to local places so it's easy to get there by bike, and promote riding

Key opportunities:

- Provide safe walking and riding routes to school and improve riding skills among young people.
- Establish connections to shops, workplaces, local services and recreation areas.
- Encourage riding for day-to-day trips and for recreation through community programs, initiatives and events.
- Provide safe, connected infrastructure for people on bikes, including bike parking and clear wayfinding.

Around 2.1 per cent of Kimberley residents ride a bike to work, three times as much as the Western Australian and Australian average. A further 12.6 per cent walk to work which is nearly six times the State average.¹⁴

A 15-minute bike ride will allow a person to travel around 3 km. Despite this, many people still choose to drive with many workers driving less than 3 km to get to work in 2021.¹⁴ The proportion of people who **drove less than 3 km** to get to work by each local government is as follows:

- **34%** (1,619 people) in the Shire of Broome.
- **45%** (437 people) in the Shire of Derby-West Kimberley.
- **19%** (55 people) in the Shire of Halls Creek.
- **44%** (805 people) in the Shire of Wyndham-East Kimberley.

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Encouraging bike riding for these people could reduce car dependence, free up parking for people who need it and boost fitness and well-being. Each kilometre cycled brings \$2.44 in health benefits, which can make a big difference in the Kimberley where nearly 43 per cent of people do less than 150 minutes of physical activity weekly (38 per cent in WA).¹⁵

Overweight and obesity rates are higher in East Kimberley (41.3 per cent) and West Kimberley (42.5 per cent) than in WA (38.9 per cent and 29.7 per cent).¹⁶ The Kimberley has the State's highest cardiovascular disease rate and elevated diabetes rates (Figure 8). Bike riding, including eBikes, improves health and reduces risks of diabetes, heart problems, and related issues.

Figure 8. Key health risk factors affecting the Kimberley population.



Highest cancer and cardiovascular burden in the state



Highest rates in the state of potentially preventable hospitalisations for **total chronic conditions, COPD, diabetes complications and congestive heart failure**



Mental health is the second leading cause of disease burden

Credit: graphic adapted from WA Primary Health Alliance.

4.2.1 Provide safe walking and riding routes to school, and improve riding skills among young people

With a higher proportion of young people in the Kimberley compared to other parts of WA,¹⁴ there is a significant opportunity to prioritise safe routes to schools and encourage active recreation and socialisation. Clear, safe routes boost parents' confidence in their children's independent mobility.

Connecting facilities for practicing riding skills and recreation, like skate parks and pump tracks, is also essential. Stakeholders and community members have highlighted the popularity of these facilities in the region and the importance of having safe, fun spaces for young people to develop their bike riding skills and socialise.

For instance, the Halls Creek pump track project, though temporary, highlighted several key points:

- Importance of co-designing with the community to meet user needs
- Choosing locations with safe access
- Providing complementary infrastructure like shelters, seating, water fountains and lighting
- Providing affordable/free bikes and protective gear.

As another example, the Broome Recreation and Aquatic Centre (BRAC) Youth Bike Precinct in Broome which is currently under development, was imagined through community workshops and consultation. In addition to the pump track, the facility will include mountain bike and walking trails, an informal dirt jumps area, BMX track, shade, seating and drinking water.



No paths connecting to Holy Rosary School entrance. Credit: Department of Transport.



A rider enjoying Halls Creek Pump Track.

Credit: Department of Local Government, Sport and Cultural Industries (DLGSC).



Max loves to ride his scooter at Broome skate park. It provides kids with a safe space to learn riding skill, build riding confidence, exercise and have fun.

A child riding a scooter at Broome skate park.

Credit: Department of Transport.

Case study

Your Move Schools program opportunities

Your Move Schools is a free DoT program that partners with schools to encourage active travel. Schools earn points by sharing stories about their initiatives, redeemable for rewards or access to the Connecting Schools Grant.

"It is wonderful to see these new facilities without a monetary cost to the school. Thank you!" - Tracey Nelson, Your Move parent and bike ride

The Connecting Schools Grant, funded by DoT and the Department of Education, supports Your Move schools in improving student's riding skills, bike access and infrastructure. Since joining in 2019, Thornlie Senior High School has benefited significantly. They aim to reduce car trips, improve student health and ease traffic congestion. The school regularly applies for and receives grant funding, and involves students in building custom scooter and skateboard racks.

The school hosts events like National Ride2School Day and Walk Safely to School Day, using these occasions to promote the mental health benefits of active travel. They also partner with nearby primary schools for the Oven's Road Challenge and share active travel messages through their newsletter.



Bicycle parking with custom scooter and skateboard racks at Thornlie Senior High School, made possible by Your Move Schools.

Credit: Your Move.

Case study

Bike skills parks

Bike skills parks are designed for young children, offering a safe space to learn about road signs and other street elements. These parks help them develop riding skills and understand road safety.

Often located near family-friendly facilities like pump tracks, playgrounds and BBQ areas, these parks provide an ideal setting for kids to stay active and for families to spend quality time together.

A growing trend is towards nature-friendly tracks using materials like crushed limestone or recycled brick, which support better drainage and tree growth.



Shepherds Bush Park Skills Track, Kingsley.
Credit: Kids Around Perth.

Calista Bike Skills Park, Kwinana. Credit: People on Bicycles.



Department of Transport 25

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Derby Jetty shared path showcasing sculptures on the mud flats. Credit: Department of Transport.

4.2.2 Connect to the shops, workplaces, local services and recreation areas

A significant majority of stakeholders and community members expressed a strong interest in improving riding connections to support access to their daily needs. In the Kimberley 2050 Cycling Strategy Community Survey, 80 per cent of respondents said they would ride more if there were better paths, facilities and safety features for all ages and abilities.

Section 6.1 highlights key routes needing improvement due to missing, damaged or substandard paths essential for accessing key destinations. The LTCN prioritises these routes based on consultation feedback.

4.2.3 Encourage riding for day-to-day trips and for recreation through community programs, initiatives and events

In addition to infrastructure, social interventions are key to promoting cycling. Sharing stories to build community interest, highlighting health benefits, and providing route information can encourage more people to ride. Organising events like bike-to-work/school breakfasts, free bike check-ups and skills courses for specific groups (e.g. rusty riders, women, children) also helps to increase awareness and participation.

The strategy addresses region-specific issues from community consultations, such as collaborating with WA Police to promote helmet use and reduce bike theft. Providing puncture repair kits and bike tubes is essential, given the local prevalence of punctures from prickles and debris.



Roy's tricycle is perfect for buying groceries, carrying items and running errands around town. Credit: Department of Transport



Bike parking outside BRAC. Credit: Department of Transport.

Case study

Kununurra Shared Loop Path

The Kununurra Shared Loop Path is a crucial 4.8 km concrete pathway connecting residents to key locations like schools, hospitals and shopping centres. Jointly funded by the Shire of Wyndham-East Kimberley and DoT, it started with Stage 1 in 2021, enhancing links to local schools. Stage 2 in 2022 expanded these connections to health services, lookouts and Aboriginal communities. Stage 3 will complete the loop on Coolibah Drive.

Kununurra Shared Loop Path map available online and hardcopy from the Shire's offices (right). Credit: Shire of Wyndham-East Kimberley.

People walking, wheeling and riding on the Kununurra Shared Loop Path (below).

Credit: Your Move.



Case study



Broome Senior High School riding initiative

Since 2018, Broome Senior High School has been developing students' bike skills as part of their Outdoor Education program for years 10, 11 and 12. Every year, over one hundred students learn road safety skills and get the opportunity to take a daily on-road ride from the school to Town Beach (a short 2.5 km ride).

The program also features an overnight camp every second year, where students get to participate in trail riding, allowing them to experience different types of bike riding, gaining confidence and skills.

"It was great to cycle around Broome and enjoy the sites in the town on a bike. The camp was a physical challenge which I enjoyed." - Trigg Barrett-Lennard, Broome Senior High School Student



Broome Senior High School students riding bikes as part of a school program.

Credit: Broome Senior High School.

The students at East Kimberley College enjoy riding to school and on the weekend for fun.



Many would like to learn how to fix a flat tyre, alongside more safe and smooth paths for riding.



Student workshop on ways to improve riding in Kununurra. Credit: Department of Transport



A bicycle parked indoors, in front of Coles Kununurra. Credit: Department of Transport.

4.2.4 Provide safe, connected infrastructure for people on bikes, including bike parking and clear wayfinding

Currently, there is limited information available online or through wayfinding signage to outline or show bike riding routes. In the Kimberley, which attracts a significant number of tourists and irregular visitors, clear signage is essential to assist them in finding their way around town. Wayfinding signage also serves as a powerful tool to promote bike riding as a legitimate mode of transport and to raise awareness among those who don't normally ride.

Providing bicycle parking and other end-of-trip facilities, such as lockers and showers, is also crucial for promoting bike riding. While there is some bike parking in the region, more safe spaces for people to park their bikes at key destinations are required as per the Kimberley 2050 Cycling Strategy Community Survey.

This strategy includes an action to undertake an audit of existing facilities and review planning schemes to ensure adequate provision of end-of-trip facilities.



Wayfinding signage in Kununurra
Credit: Department of Transport.

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4.3 Design safe, comfortable and secure access for people of all ages and abilities

Key opportunities:

- Provide a path network that caters to people of all ages and abilities.
- Provide safe crossings for people walking, wheeling and riding.
- Foster positive perceptions of personal safety and security for everyone.

This section emphasises the need for an inclusive path network that caters to everyone, regardless of age or ability. It stresses the importance of safe crossings and infrastructure that enhances safety, such as reduced speed limits in areas with higher numbers of people walking, wheeling and riding such as around shops and schools.

The strategy also addresses personal safety and security concerns, noting how inadequate street lighting and perceived threats can deter people from riding. A co-design approach that involves the community in planning active transport infrastructure is recommended to ensure it meets the needs of users.

4.3.1 Provide a path network that caters to people of all ages and abilities

To encourage more people to ride bikes, we need continuous, safe routes that offer seamless journeys from peoples' homes to destinations. DoT's 'all ages and abilities' approach includes:

- **All people** - regardless of age, gender, location, income or background – including women, children, seniors, people living with disability, low-income households and people who are less confident riding.
- **All types of wheels** - including standard and eBikes, eScooters, cargo bikes, tricycles and specialist devices for people living with disabilities.
- **All trip purposes** – including commuting, school run, shopping and recreation.





It is important to recognise there is no single pathway to a good design outcome for an all ages and abilities facility. DoT has developed a selection support tool²¹ to enable initial determination of a bicycle facility type that considers the road function, target traffic speed and traffic volume. Given the often unique conditions in regional areas, it is important to note that no guideline, warrant or other selection tool can fully substitute the judgement of experienced and qualified practitioners.

The Lett family ride to school, Broome Markets and other local places with their bike trailer. More safe, connected and comfortable paths makes riding enjoyable for the whole family.



A family from Broome with bikes and a bike trailer.
Credit: Department of Transport.

Figure 10. All ages and abilities bicycle facility selection tool. Credit: Department of Transport

			Indicative range for selection of all ages and abilities bicycle facility by road function					
Road function	Target motor vehicle speed ^T	Target motor vehicle volume (per day)	Shared zone	Safe active street	Painted bicycle lane	Buffered bicycle lane	Physically separated bicycle lane	Off-road path
Any road with complex or conflicting operational factors ^P	Any	Any						
Access function, e.g. local access streets (with or without parking)	Up to 30 km/h	≤1,500						
Access or collector function, e.g. local streets accessing residential properties or neighbourhood/ town centres	Up to 40 km/h	≤3,000						
		≤6,000						
Through traffic function, e.g. arterial roads linking significant destinations	Greater than 41 km/h ^Y	Any						
Regional through traffic function, e.g. major arterials moving high capacity or commercial traffic (including freight)	Greater than 70 km/h	Any						

Kimberley 2050 Cycling Strategy

Consultations emphasised planning for an ageing population, with 4,000 more people aged 65+ in the Kimberley, expected by 2030,²² and creating a safe, universally accessible network to improve safety perceptions. Under the Commonwealth Disability Discrimination Act 1992 (DDA), streets, public spaces and public transport services must be accessible, but issues persist, such as:

- disconnected, damaged, uneven, narrow or obstructed paths;
- lack of tactile ground surface indicators (TGSIs) at intersections;
- non-compliant kerb ramps; and
- misaligned pedestrian crossings.

Many in the region rely on electric mobility scooters, often seen mixing with cars and trucks, posing safety risks. The strategy outlines reviewing design standards, conducting accessibility audits, and prioritising network improvements to ensure DDA compliance, enhancing streets for everyone.



Top: Poor path transition outside Coles Kununurra. Bottom: a person on a mobility scooter in the middle of the road in Derby.

Credit: Department of Transport.

Case study

City of Kalgoorlie-Boulder universal accessibility audit initiative

The City of Kalgoorlie-Boulder has conducted audits to evaluate path accessibility for wheelchair users, prams and other mobility aids. The City launched an [interactive mobility effort map](#) to guide users and identify areas needing upgrades, helping people plan their journey and navigate safely. This map provides valuable insights into the City's accessibility needs, highlighting areas for improvement.

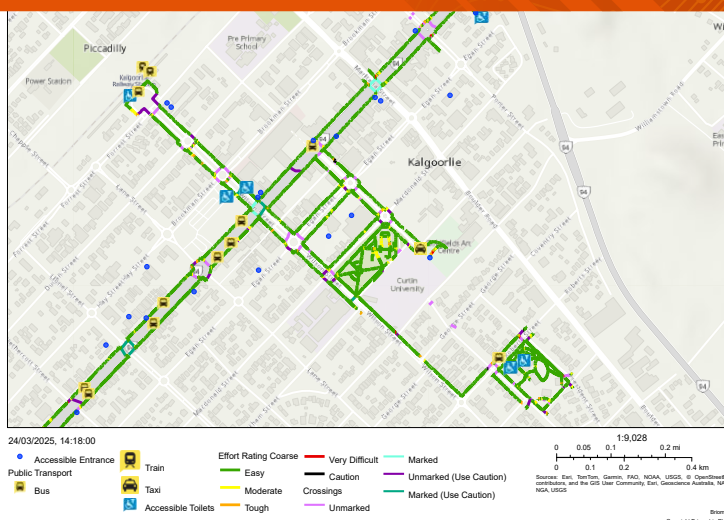


Figure 11. Kalgoorlie mobility effort map.

Credit: City of Kalgoorlie-Boulder.

4.3.2 Provide safe crossings for people walking, wheeling and riding

Major highways provide access to all of the Kimberley region's main townships, facilitating fast travel for cars and trucks. However, highways are significant barriers for people walking, wheeling and riding, particularly where safe crossing infrastructure is lacking.

Priority areas for improvement were identified by stakeholders, the community, and through on-site observations, focusing on locations where highways divide communities:

- **Gubinge Road** in Broome to connect communities in the northern residential catchment, such as Broome North and Sunset, to the southern areas of Broome as well as provide safe road crossing opportunities to align with desire lines to Minyirr Park.
- **Great Northern Highway** in Fitzroy Crossing to connect Mindi Rardi and Kurnangki Aboriginal communities on the west side of the highway to the town centre and other services on the east side of the highway, noting that there is currently some provision, although limited.
- **Loch Street** in Derby to provide safe access to the school, including across Clarendon Street and Delewarr Street.
- **Great Northern Highway** in Halls Creek to connect Mardiwa Loop and Lundja Aboriginal Communities on the south side of the highway to the town centre and other services on the south side of the highway.
- **Victoria Highway** in Kununurra to improve connectivity between Lakeside, including public open space on the south side of the highway, and the town centre and other services on the north side of the highway.
- **Great Northern Highway** in Wyndham to improve connectivity between the northern residential catchment and the southern residential catchment, including the local retail centre, Wyndham District High School and early learning centre.



A car driving at speed past the uncontrolled crossing of Victoria Hwy in Kununurra (left) and an image of the uncontrolled crossing (right).

Credit: Department of Transport.

While signage alerts drivers to people crossing the road, additional measures like signalised crossings, raised crossings or median islands are needed for better protection.

The strategy proposes investigating safe speed limits, including gradual reductions in areas with high foot traffic, such as town centres and schools. Experts recommend a maximum of 30 km/h in such areas to increase pedestrian survival rates in the event of a collision (Figure 12). This is especially relevant around the Kimberley's main town centres, where car and foot traffic numbers surge during holidays with a high proportion of tourists not familiar with the roads.

Case study

Safe speeds through regional towns

The City of Busselton, Shire of Augusta-Margaret River, RAC WA, and Main Roads are trialling speed limit reductions across a variety of locations, with design changes to enhance pedestrian safety. The three-year trial includes an independent evaluation at regular intervals.

Initial steps involved data collection to understand the road network. An independent consultant reviewed speed limits, traffic volumes, land use, road safety features and crash statistics. Community input identified areas for speed adjustment.

This research informed a comprehensive speed limit review, leading to specific reductions aimed at lowering crash likelihood and severity. Main Roads reviewed these proposals. Another round of community engagement occurred in 2024 prior to local governments submitting formal requests to implement the changes.

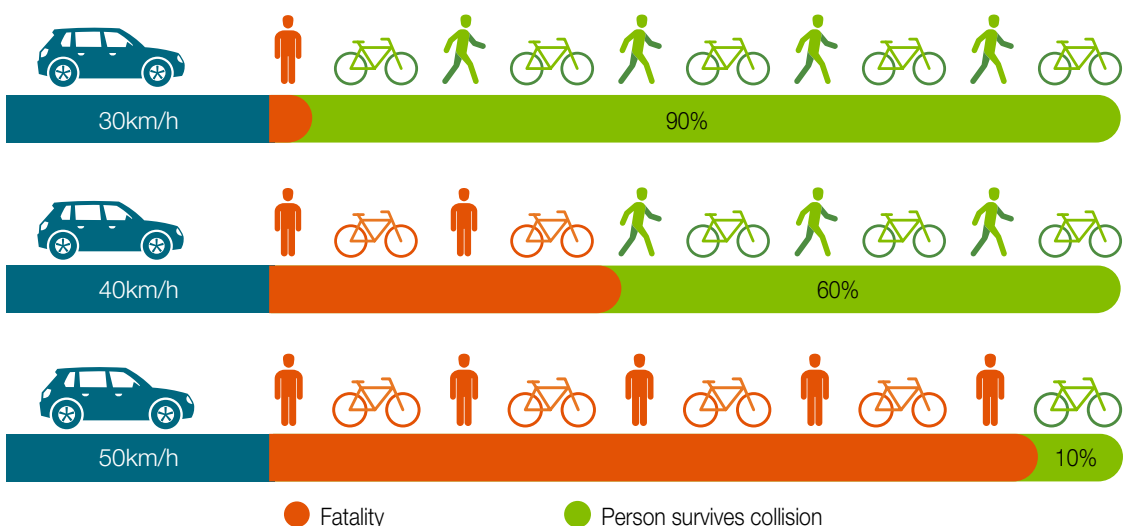
4.3.3 Implement measures that promote positive perceptions of personal safety and security for everyone

In addition to road safety, personal safety concerns can deter people from walking, wheeling and riding. Inadequate street lighting was highlighted by stakeholders and community members across the Kimberley. The 2022 Kimberley Community and Crimes Forum emphasised the need for better lighting to combat negative perceptions of crime and safety. Concerns about hidden areas in bushlands and drainage corridors were also noted.²³

Infrastructure needs to meet the needs of its users, and it's essential that a wide range of groups have a say in the design of the network. Co-design involves these groups in decision-making about how the infrastructure will function, look and feel, ensuring it supports the safe journeys and experiences of vulnerable groups, such as women, girls and gender-diverse people. A recent Nature Play report highlighted that 90 per cent of Australian girls aged 11-17 don't get enough physical activity for good health and a lack of girl-friendly spaces is contributing to that alarming fact.²⁴ Having them co-design parks and other spaces will help meet their needs.

Figure 12. Crash severity risk based on speed. Credit: Department of Transport.

If hit by a car travelling:



4.4 Improve access to own, maintain, hire and share bicycle equipment

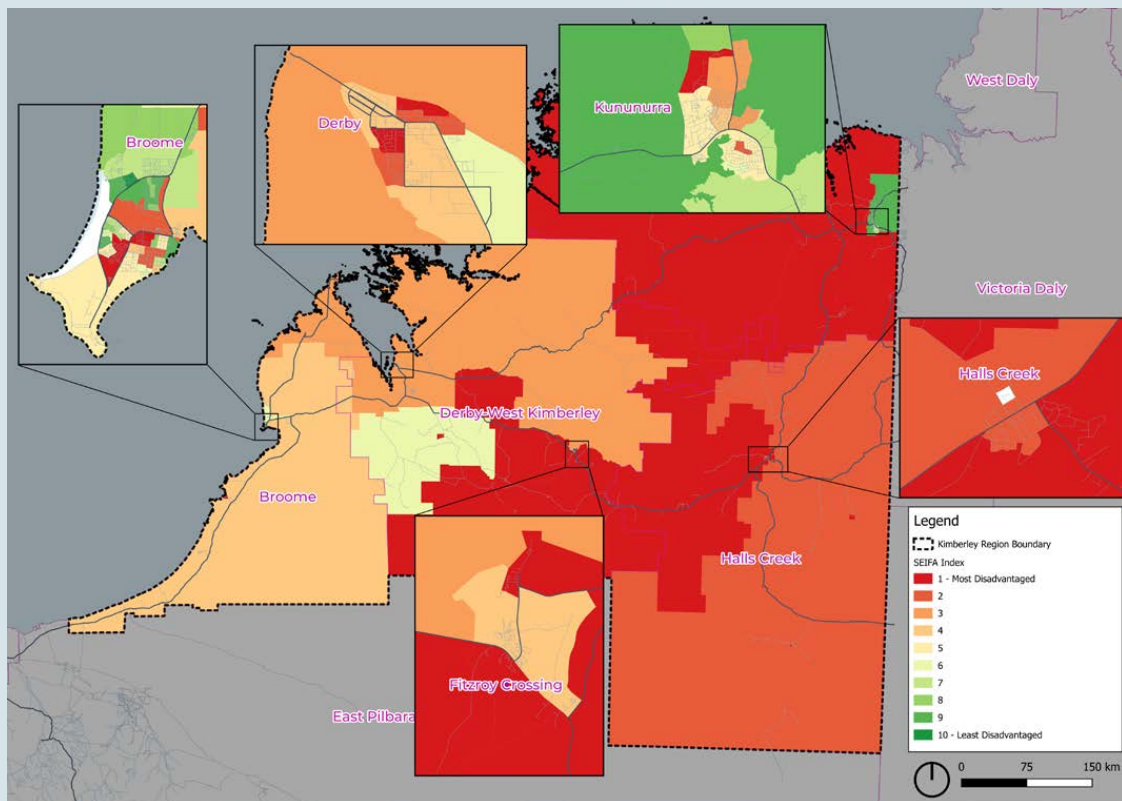
Key opportunities:

- Work with potential providers to enable access to affordable bikes and maintenance services.
- Provide transport choices for people in the region.

With no public transport services available in the Kimberley, residents rely on driving and active travel. However, due to the high cost of living in the region and socio-economic disadvantages, many cannot afford cars or bicycles. This strategy proposes collaboration with industry and non-profits to increase access to affordable bikes and maintenance services. It also explores eBike and eScooter share schemes as practical solutions to expand transport choices in the Kimberley.

Figure 13. Socio-Economic Indexes for Australia map for the Kimberley.

Credit: Australian Bureau of Statistics.



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4.4.1 Work with potential providers to enable access to affordable bikes and maintenance services

Owning a car is expensive, especially in the Kimberley, where the cost of living is 10.8 per cent higher than in Perth and transport costs are the second highest in the State.² With the highest levels of socio-economic disadvantage in the State, over half of the Kimberley's population is considered disadvantaged. Only 55 per cent of adults are employed, compared to the total WA rate of 64 per cent, and many households earn less than \$650 a week.¹

Figure 13 highlights that Halls Creek, Fitzroy Crossing, Derby and parts of Broome and Kununurra experience high levels of disadvantage, with limited employment and service access. Consequently, many residents cannot afford cars, and even the cost of owning and maintaining a bike is prohibitive.

This strategy proposes actions to work with industry and non-profits to improve access to affordable bicycles and maintenance services in disadvantaged areas to eliminate financial barriers and encourage riding as a practical and inclusive transportation option.

4.4.2 Provide transport choices for people in the region

Many groups are affected by the lack of transport options in the Kimberley.

- People without a car – 17.5 per cent of households (1,760) in the Kimberley do not own a vehicle, compared to 4.9 per cent in total WA¹⁴
- Those unable to drive – about a third of the population is too young, too old, or living with a disability¹
- Transient workers and students – around 20 per cent of workers live outside the region and may lack access to personal transport¹⁴
- Tourists – of the 425,000 annual visitors, nearly 90 per cent are domestic, with some needing to hire a car.¹⁵

Improving transport choices is a key focus of this strategy, including supporting opportunities

to increase bicycle shops and bike hire services. Broome currently has one bike hire store, with few places to buy or maintain bikes. Installing bike repair stations will also be explored.

Offering bike rentals directly from airports also enables tourists and workers, such as FIFO and seasonal key employees, to hire bikes immediately upon arrival. Particularly in Broome, given the short distances between the region's major airport, key attractions and urban centres.

eBike and eScooter share schemes can expand transport options. Broome introduced eScooter hire in 2023, which has prevented 52 tonnes of carbon emissions, reduced car usage for 44 per cent of riders, and seen high uptake by women (54 per cent). Additionally, 70 per cent of eScooter trips result in local business purchases.²⁵ Careful management is required to ensure positive benefit to the community, such as proper eScooter parking placement, safe travelling speeds and user etiquette along shared paths. Community feedback also noted that eBikes and other eRideables can alleviate weather concerns and physical barriers to riding.

This strategy aims to enhance bike connectivity to major airports, supporting car-free active holidays or alternatives to driving for regular visitors/workers in the region. It also seeks to better connect people to key destinations via bicycle and work with industry to expand sustainable transport options.



eScooters parked outside one of Broome's industrial precincts.

Credit: Department of Transport.

Case studies

The Skill Engineer (Broome scooter building initiative)

The Skill Engineer's 'Probu Dedleewun' program helps young people in education (aged 15-18 years old) build their own eScooter. In 2023 the eight-week program ran for two terms, with the mission to equip participants with employability skills, boost well-being, impart invaluable life skills and foster confidence and resilience.

At the core of Probu Dedleewun was an educational journey allowing young people to explore engineering and manufacturing. A highlight for many was the opportunity to construct their own eScooters. Probu Dedleewun provided all-round support from a team of qualified teachers, an apprentice master and devoted youth workers.

Programs like Probu Dedleewun have many benefits for the community, including access to personal transport options.

Tasmania eBike subsidy program

In 2022, Tasmania launched Australia's first statewide eBike subsidy program, making it easier and more affordable for residents to purchase an eBike. As part of the Climate Change Action Plan, the \$200,000 program offers rebates covering up to 12 per cent of eBike costs: up to \$500 for standard eBikes and \$1,000 for cargo eBikes. eScooters and eSkateboards can receive up to \$250. Combined with a safer, better-connected riding network, this expands affordable transport options for residents.

BikeRescue Kununurra

Dismantle, a Western Australian non-profit, empowers at-risk youth through bike maintenance. Their BikeRescue program, active in Kununurra, engages youth by teaching bike-building skills and providing low-cost bikes. Participants build two bikes over five weeks - one for themselves and one for the community - under the guidance of mentors. The program is supported by five funding partners, including the Shire of Wyndham-East Kimberley, East Kimberley College, and others.



BikeRescue participants in Kununurra. Credit: Dismantle.

Kimberley 2050 Cycling Strategy

4.5 Provide climate responsive infrastructure including shade, water and appropriate riding surfaces

Key opportunities:

- Provide a comfortable riding experience.
- Deliver sustainable riding infrastructure.
- Ensure ongoing maintenance to provide consistently safe and smooth riding surfaces.

Developing infrastructure that withstands the Kimberley's climate is crucial. The region's extreme weather, including high temperatures, flooding and cyclones, requires durable, sustainable designs. Enhancements like shade, water stations and smooth surfaces can make walking, wheeling and riding more comfortable year-round. The strategy also addresses the challenges of building and maintaining infrastructure in harsh conditions, coupled with high freight costs.

4.5.1 Provide a comfortable riding experience for people riding

Climatic conditions in the Kimberley vary dramatically across two seasons. The dry season (May to October) is mild and pleasant, while the wet season (November to April) brings extreme heat, heavy downpours and cyclones causing severe flooding. Bike riding can provide an alternative transport option, for example, when roads are washed away. This is essential to enhancing community resilience.

Stakeholders and communities emphasised the need for more shade and trees to make walking and riding more comfortable. While some routes have good tree coverage, the weather remains a deterrent for many.

The strategy recommends exploring opportunities to increase amenities like shade, shelter, water stations and resting spots along key walking and riding routes.



Top: Mature trees providing shade along shared paths in Broome.

Middle: Water fountain, shaded seating and bike parking in Broome town centre.

Bottom: New tree plantings along a shared path in Halls Creek.

Credit: Department of Transport.

Case study

Conti Foreshore shared path in Broome (example of mid-trip facilities)

The Shire of Broome's 1.3-km-long, 3-m-wide concrete Conti Foreshore shared path links the Town Beach precinct to historic Chinatown. This path, part of the Jetty to Jetty heritage trail, includes amenities that enhance comfort and enjoyment, such as:

- Public art celebrating the unique history of the area:
 - Town Beach is home to a memorial of the Broome air raid of World War II
 - Women of Pearling Statue, a bronze figure of a female diver coming out of the water, pearl shell in hand, to commemorate the women who have contributed to Broome's pearling history for over 100 years is located along the way.
- Benches, positioned under trees and looking out over stunning Roebuck Bay, provide shady places to stop, rest and take in the scenery during their trip.
- Water fountains provide necessary hydration in the region's climate.
- Dynamic solar lighting, which gets brighter as people get closer, means people can use the path in the early mornings and evenings, outside of the heat of the day.



People riding along the Conti Foreshore shared path in Broome with high quality amenities such as water fountains, bike parking, shade and lighting. Credit: Department of Transport.

Art installations along the Conti Foreshore shared path in Broome.

Credit: www.sobroome.com.au

Kimberley 2050 Cycling Strategy

4.5.2 Deliver sustainable riding infrastructure

Climate change is putting immense pressure on the natural environment and is causing adverse effects. The Kimberley can expect higher rainfall, higher temperatures, warming ocean temperatures and higher sea levels.²⁶ This will impact on asset management for the local governments.

Stakeholders highlighted concerns about infrastructure delivery and maintenance in the Kimberley. The cost of freighting materials and building in the region is higher than in Perth and harsh weather conditions cause frequent damage to paths and roads.

A solution is to use local materials like pindan, sand and gravel, which are abundant and low-cost. These materials cause less ecological damage when washed out and are well suited for trails in smaller communities, on town fringes, or on longer trail connections. However, regular maintenance is essential to keep pathways in good condition, especially at the end of the wet season. Local councils must budget for regular upkeep.

For urban centres and high-demand routes, concrete and asphalt pathways are more appropriate.

4.5.3 Ensure ongoing maintenance to provide consistently safe and smooth riding surfaces

Most respondents to the Kimberley 2050 Cycling Strategy Community Survey reported issues with broken glass, rubbish and double-gee prickles puncturing tyres. Overgrown vegetation, poor bin placement, sand and gravel reducing path widths was also raised as an issue.

Regular maintenance like sweeping paths and trimming vegetation can immediately improve path width and rideability. All shires have maintenance routines; this strategy recommends adequate budgets to ensure ongoing upkeep, targeting key locations for sweeping based on community input and observations.

Apps like 'Snap, Send, Solve' help the public report hazards. Currently, the Shire of Wyndham-East Kimberley is the only active promoter of this app in the region (Figure 14).



Sand covering the path in Derby.

Credit: Department of Transport.



Fallen bin on the path in Broome.

Credit: Department of Transport.



Existing Wyndham Port trail with sections of poor condition. Credit: Department of Transport.

Figure 14: Snap, Send and Solve request for the Shire of Wyndham-East Kimberley.

Credit: Shire of Wyndham-East Kimberley

Service Requests

GENERAL COMPLAINTS +

SEND SNAP SOLVE -

Spotted an issue in your community like graffiti, illegal parking, dumped rubbish, trip hazards or potholes? Time to get Snapping! Snap Send Solve is a free app that simplifies the reporting of community issues. We've made reporting quick and easy which means when you see an issue while you're out, you can let the responsible authority know with only a few taps. Become a community legend and download Snap Send Solve today via apple store or google play.

To download Snap Send Solve click [here](#).



Kimberley's unique natural landscape in the Shire of Halls Creek. Credit: Department of Transport.

4.6 Highlight the region's unique history and landmarks through cycle tourism, bike-packing and cycling for sport

Key opportunities:

- Improve connections to the region's key attractions, including good riding access for visitor accommodation.
- Create safe conditions for people riding on-road and long-distances.
- Support trail riding in the region.

The Kimberley attracts hundreds of thousands of visitors annually, greatly benefiting the local economy. This strategy aims to enhance connectivity to major attractions and ensure accessible riding routes from visitor accommodation. It also emphasises the need for safer conditions for road cycling and bike-packing.

It proposes collaboration with government, local cycling groups and industries to achieve this.

Additionally, supporting cycling events can attract visitors, stimulate local economies and boost community involvement. By promoting cycle tourism, the region can establish itself as a bike-friendly destination, fostering new industries and create jobs.

4.6.1 Improve connections to the region's key attractions, including good riding access for visitor accommodation

In 2023, nearly 420,000 visitors spent \$187 million in the Kimberley.²⁷ The region's long-standing connection of the Aboriginal peoples to Country, diverse history and unique geological features are major draws, including:

- Broome's world-famous Cable Beach, multicultural heritage, historical and modern affiliation with the pearling industry and World War II.

Kimberley 2050 Cycling Strategy

- Australia's largest tidal movements can be seen from Derby Jetty. Derby is also the western point of the iconic Gibb River Road.
- Windjana Gorge and Geikie Gorge National Parks, accessed from Fitzroy Crossing.
- UNESCO World Heritage-listed Purnululu National Park and the ancient meteorological site of Wolfe Creek Crater.
- Gibb River Road route.

Cycle tourism is growing, with \$1,885 million spent in Australia in 2022, up 60 per cent in two years.²⁸ It benefits local economies by attracting people to stay and spend money in the area, supports new industries like guided cycling tours and boosts tourism jobs, which accounts for over 10 per cent of employment in the Kimberley.¹⁵

Across the region, many caravans/mobile homes carry bikes, offering a way to explore the local area by riding and reducing the need for driving which can have significant benefits to local amenity and road safety, particularly during peak holiday periods in the town centres.

The LTCN identifies safe connections from accommodation to attractions. Key routes include:

- In Broome, a transport trail connecting the south of the peninsula to support the Shire's future plans to activate the **Gantheaume Point** and **Broome Port** precincts. A transport trail to improve access up the Dampier Peninsula and local route improvements to connect **Cable Beach**, **Town Beach** and **Chinatown**.

- Minor improvements and completing gaps in Derby's network along Rowan Street, Clarendon Street, Loch Street and around Stanwell Street to connect visitor accommodation to **Derby Jetty** and the **sculpture exhibition** on the mud flats.
- In Derby, provide a local route to **Mowanjum Art Centre**, **Joon Joo Botanical Trail** and the **Boab Prison Tree**.
- In Halls Creek, provide a transport trail to **China Wall** and **Old Halls Creek** and a local route to **Halls Creek Lookout**.
- In Wyndham, provide a local route to connect **Wyndham Caravan Park** and improve existing conditions along the **Port Trail**.
- Minor improvements in Kununurra along Speargrass Road to improve access to **Kelly's Knob Lookout** and **Waringarri Aboriginal Arts**, and Coolibah Drive to connect **Kununurra Museum** and the **visitor's centre**.
- Provide transport trails in Kununurra to improve access around **Lilly Creek Lagoon**, connect attractions via Old Darwin Road as well as along Ivanhoe Road to **Ivanhoe Crossing** and Weaber Plain Road to local retailers. Longer-distance transport trails of note include connecting Kununurra to **Lake Argyle** and around the lake precinct where existing riding demand can be observed via GPS tracking data, **Molly Springs**, **Valentine Springs** and the **Grotto**.

Additional initiatives include clear signage, informational and educational signs, and maps to guide users and promote attractions.



Above: China Wall in Halls Creek. Credit: Department of Transport.



Left: Bikes mounted to a caravan travelling through the Shire of Wyndham-East Kimberley.



Right: Bikes on a car visiting Gantheaume Point in Broome. Credit: Department of Transport.



Left: Informational sign on Derby's historic connection with the pastoral industry.



Right: Bikes parked overlooking Lake Argyle. Credit: Department of Transport.

Kimberley 2050 Cycling Strategy

4.6.2 Create safe conditions for people riding on-road and long-distances

Stakeholders and the community noted the lack of safe road cycling routes for fitness in the Kimberley. Wide road shoulders are ideal but scarce, and many feel unsafe riding on the road due to high-speed vehicles.

Similar concerns apply to long-distance bike-packing trips, which can occur on-road and/or off-road. There is demand for inter-regional biking throughout the Kimberley, yet no long-distance transport trails currently exist.

Initial road cycling and bike-packing routes identified for investigation include:

- Road cycling circuit in Kununurra along Ivanhoe Road, Research Station Road, Weaber Plain Road and Mills Road.
- Road cycling route in Broome to Coconut Well, along Broome Way, Cape Leveque Road, McGuigan Road and Lawrence Road.
- Road cycling route in Broome to Roebuck Roadhouse, along Broome Highway.
- Road cycling circuit in Broome along Gubinge Road and Port Drive.
- Transport trails are identified along key routes connecting the region's main townships across the region and beyond, including Great Northern Highway, the Gibb River Road, Cape Leveque Road, Tanami Road and Duncan Road.
- Other requirements to support long-distance cycle touring trips including reliable up-to-date information on items such as the safety and condition of routes, locations to obtain potable water and food and places to stay or camp overnight.

Short-term measures like signage and line marking can alert drivers to people riding on the road. Long-term solutions include upgrading and widening road shoulders or creating off-road trails. Collaboration with local industries, such as mining, freight and trucking companies, and community education can promote safe driving behaviours.

Cezary and Leo started their journey in Melbourne and are bike-packing through the Kimberley. Off-road trails and wide road shoulders maintain distance from fast moving cars and trucks are important for safety.



Bike-packers on Great Northern Highway.

Credit: Department of Transport.

4.6.3 Support opportunities for cycling events and group cycling activities

Organised sports events like the Gibb Challenge, AusCycling Fat Bike events and the Kimberley's active triathlon season attract visitors to the region, boosting the local economy.

Organising, promoting and running competitive sporting events requires up-front funding support to make them viable. Clear guidelines for event organisers outlining state and local government requirements can help to simplify the process and attract more interest in hosting events in the region.

These events can also motivate residents to train, improving health and increasing cycling participation. While Broome has a few cycling clubs, there's potential for more clubs across the Kimberley to bring people of different skill levels together, build bike riding confidence and to socialise and connect with their community.

Case study

City of Busselton 'Share the Regional Road' campaign

The City of Busselton, in partnership with the Australian Government's Road Safety Innovation Fund grant scheme, trialled various 'Share the Regional Road' signs to increase driver awareness of cyclists. The signs included static 'cyclist ahead' warnings, 1.5 m passing distance signs, and dynamic signs with flashing lights. The trial found:

- 71% of riders felt safer; and
- 83% of drivers were more aware of cyclists.



City of Busselton's 'Share the Regional Road' campaign promotion and signage.

Credit: City of Busselton.



Kimberley 2050 Cycling Strategy

4.6.4 Support trail riding in the region

Stakeholder and community consultation revealed informal trails across the region. Key considerations include land tenure, access permission and environmental and cultural protections. Opportunities for formalising trails and providing safe access routes are identified in:

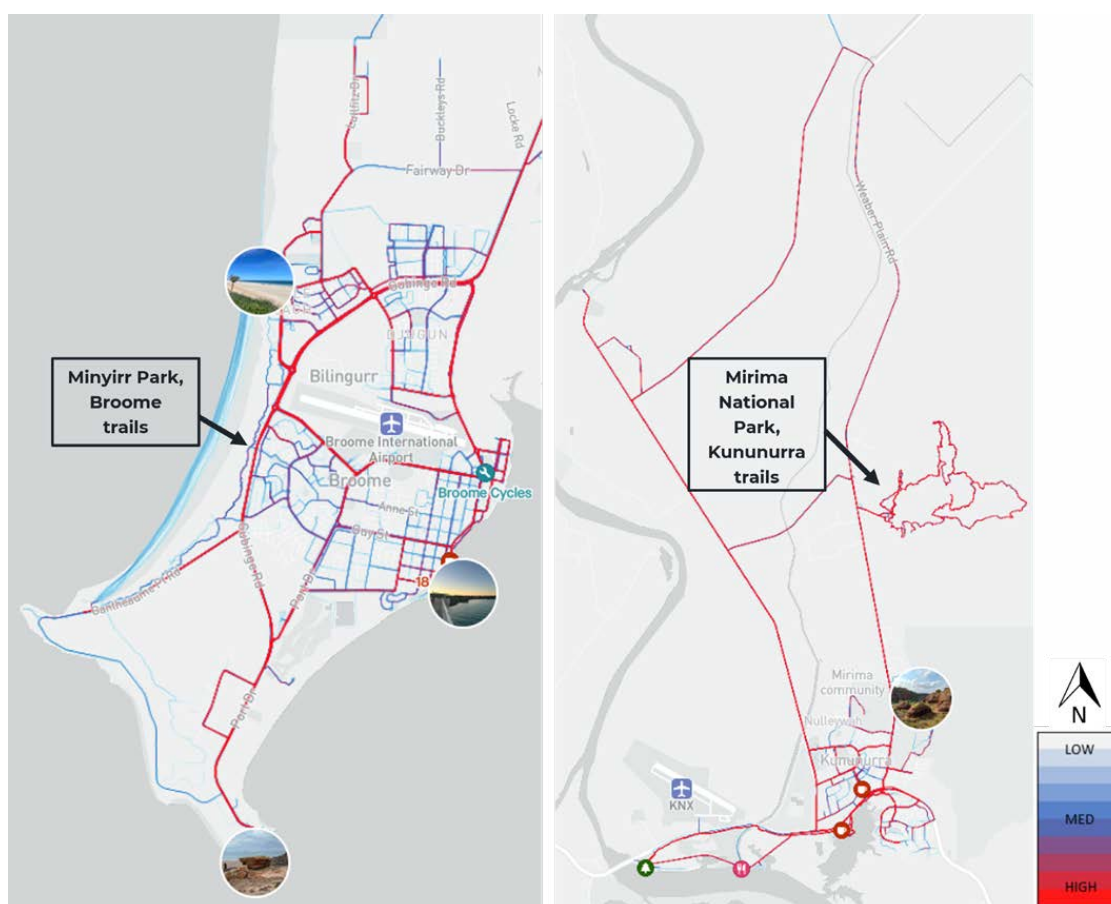
- **Minyirr Park, Broome:** While there are currently walking trails through Minyirr Park, engagement with Yawuru identified an opportunity to undertake further consultation with Yawuru Marine and Conservations Parks, management board and other key stakeholders to investigate the feasibility of creating formalised shared trails

to facilitate appropriate usage along designated tracks, while protecting the environmental and cultural needs of the area.

- **Mirima National Park, Kununurra:**

Engagement with the DBCA identified an opportunity to provide riding trails to/in Mirima National Park where an unsanctioned trail is located off Weaber Plain Road.

A regional trails master plan for the Kimberley, similar to the Great Southern Regional Trails Master Plan, is recommended. This plan should outline a 10-year program, including priority projects, concept planning and management and maintenance structures.



Heatmap of Minyirr Park trail usage in Broome (left). Heatmap of Mirima Nation Park trail usage in Kununurra (right). Credit: Strava.



5. Proposed Network

The strategy sets out a network of short and long-distance bike riding routes in the region that serve a transport and/or recreational bike riding function. It covers connectivity within the major townsites as well as interregional connections between towns for recreational, sports cycling and cycle touring trips.

The LTCN is intended as a dynamic framework. The classification and alignments of routes may change through consultation with DoT, following further feasibility assessment and consideration of local environmental, heritage, engineering constraints and impacts on other road users.

5.1 Overall network

To inform strategic priorities over the next five years, each route within the 2050 bike riding network was classified as one of the following:

- **Existing (adequate)** – the level of service reflects current best practice for this type of bike riding route (as defined in the route hierarchy)
- **Existing (needs improvement)** – although active transport infrastructure is provided along this corridor, the level of service provided does not reflect current best practice for this type of riding route (as defined in the route hierarchy)
- **Proposed** – no formal on-road or off-road bike riding facility is currently provided on this route and most people are unable or unwilling to ride comfortably in the corridor.

Maps 1 to 7 depict the proposed 2050 bike riding network for the Kimberley region, with key network features described for each local government.

A unique project reference has been included on the maps. This reference corresponds to the priority projects identified in Section 6 to clearly depict the location of each project.

5.2 Shire of Broome

The Shire of Broome 2050 bike riding network is shown in Map 1 and includes connections to:

- **Chinatown:** Improve access from the northern residential catchment by completing a gap in the network on Old Broome Road, between Sandpiper Avenue and Short Street and north-south connectivity along Walcott Street. Deliver minor improvements to existing pathways along Napier Terrace and Hamersley Street.
- **The Boulevard:** Complete gaps in the network along Frederick Street between Cable Beach Road East and the shopping centre.
- **Broome Recreation and Aquatic Centre and TAFE:** Improvements to the existing path on Cable Beach Road East.

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- **Cable Beach:** To the north, new paths and improvements to existing paths along Sanctuary Road, between Broome Highway and Cable Beach Road West. To the south, improvements to existing east-west paths such as Cable Beach Road East.
- **Improve access for the northern residential catchment,** including the Broome North industrial precinct: New paths around Mavis Road and Tanami Drive linking to and through the industrial precinct. New paths connecting to Old Broome Road along Bowerbird Loop and Swift Way to provide residents with direct access to the primary riding route.
- **Port Drive industrial precincts:** Complete gaps in the network and improve existing pathways along Port Drive/Frederick Street between Cable Beach Road East and Broome Port as well as completing gaps along Gubinge Road and Pembroke Road.
- **Improve east-west connectivity:** While the location of Broome Airport limits east-west connectivity, improvements to the existing path on Anne Street to connect into Dakas Street and the existing pathway which traverses Solway Park has potential to deliver a low-stress east-west riding connection between Town Beach and Minyirr Park and supports access to Broome Hospital.

Map 1. Broome 2050 LTCN

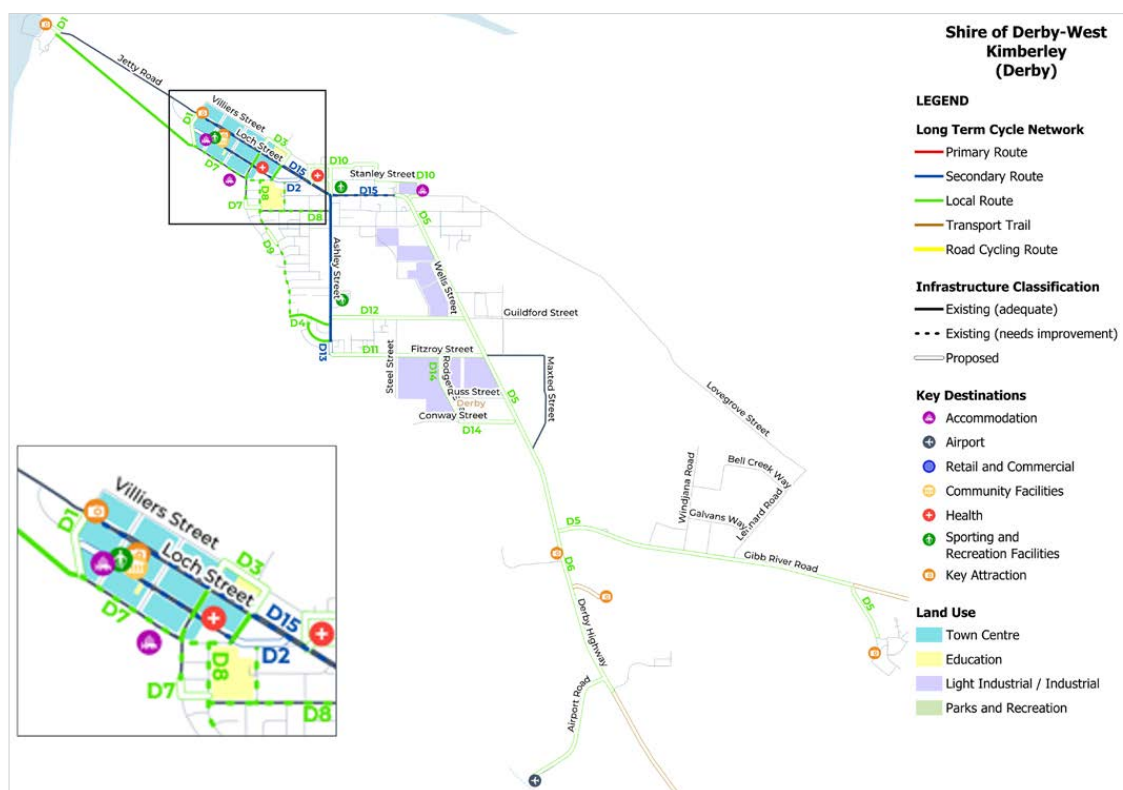


5.3 Shire of Derby-West Kimberley

The Shire of Derby-West Kimberley's 2050 bike riding network is shown in Map 2 (Derby) and Map 3 (Fitzroy Crossing) and includes connections to:

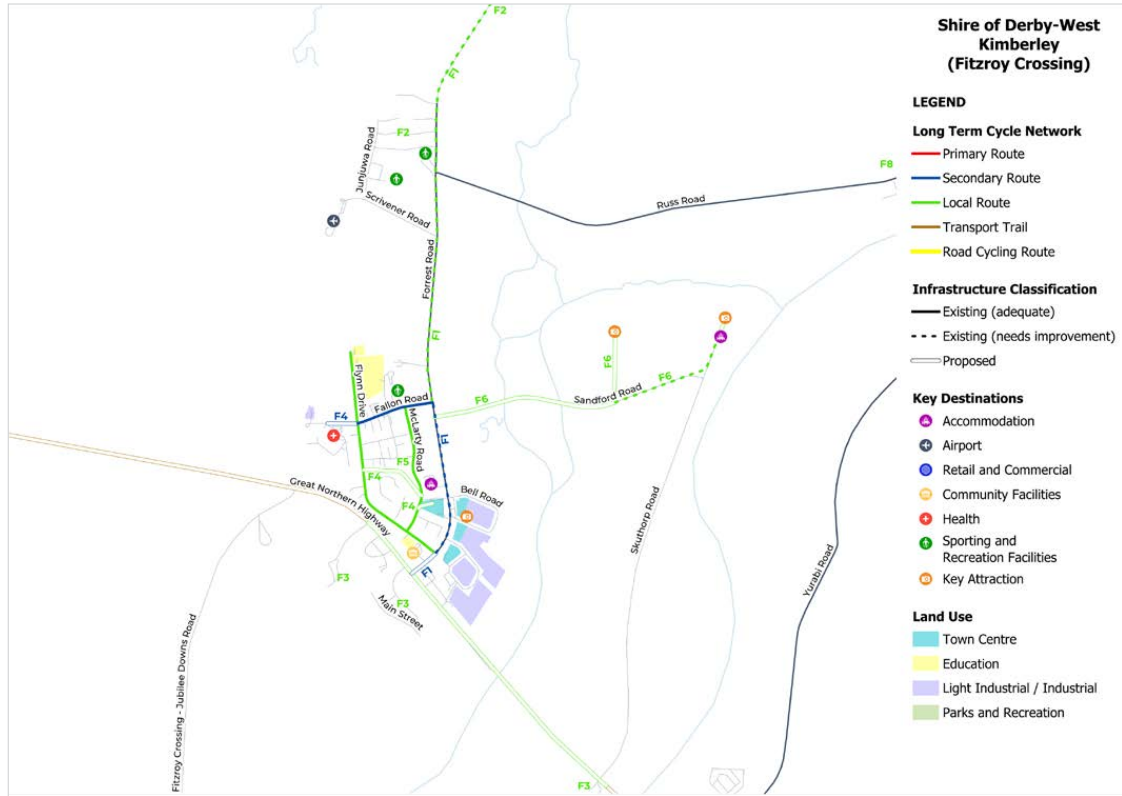
- **Derby Town Centre:** Improve existing paths and complete gaps in the network along Clarendon Street and Loch Street.
- **Derby Highway industrial precincts:** Provide paths along sections of Derby Highway, Guildford Street, Fitzroy Street, Rodgers Street and Conway Street.
- **Derby Aboriginal Health Centre:** Provide paths along sections of Stanley Street and Ashley Street.
- **Improve connectivity for the western residential catchment:** Path upgrades and complete gaps along Marmion Street and Rowan Street.
- **Fitzroy Crossing Town Centre:** Improve the environment for people walking and riding along the existing path on Forrest Road and complete the gap between Flynn Drive and Great Northern Highway. Provide new paths to align with desire lines to connect IGA from the western catchment.
- **Fitzroy Crossing Hospital:** Provide a path on Fallon Road between Flynn Drive and the hospital.

Map 2. Derby 2050 LTCN



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Map 3. Fitzroy Crossing 2050 LTCN



5.4 Shire of Halls Creek

The Shire of Halls Creek's 2050 bike riding network is shown in Map 4 and includes connections to:

- Halls Creek Town Centre:** Upgrade the existing path and complete gaps in the network along Great Northern Highway. Safe road crossings over the highway are also essential to provide access to Halls Creek Aquatic and Recreation Centre and for residents living on the north side of the highway.
- Improve connectivity for the eastern residential catchment:** Complete gaps in the network to connect residents to the town centre along sections of Duncan Road, Wilkinson Street and Welman Road.

Map 4. Halls Creek 2050 LTCN



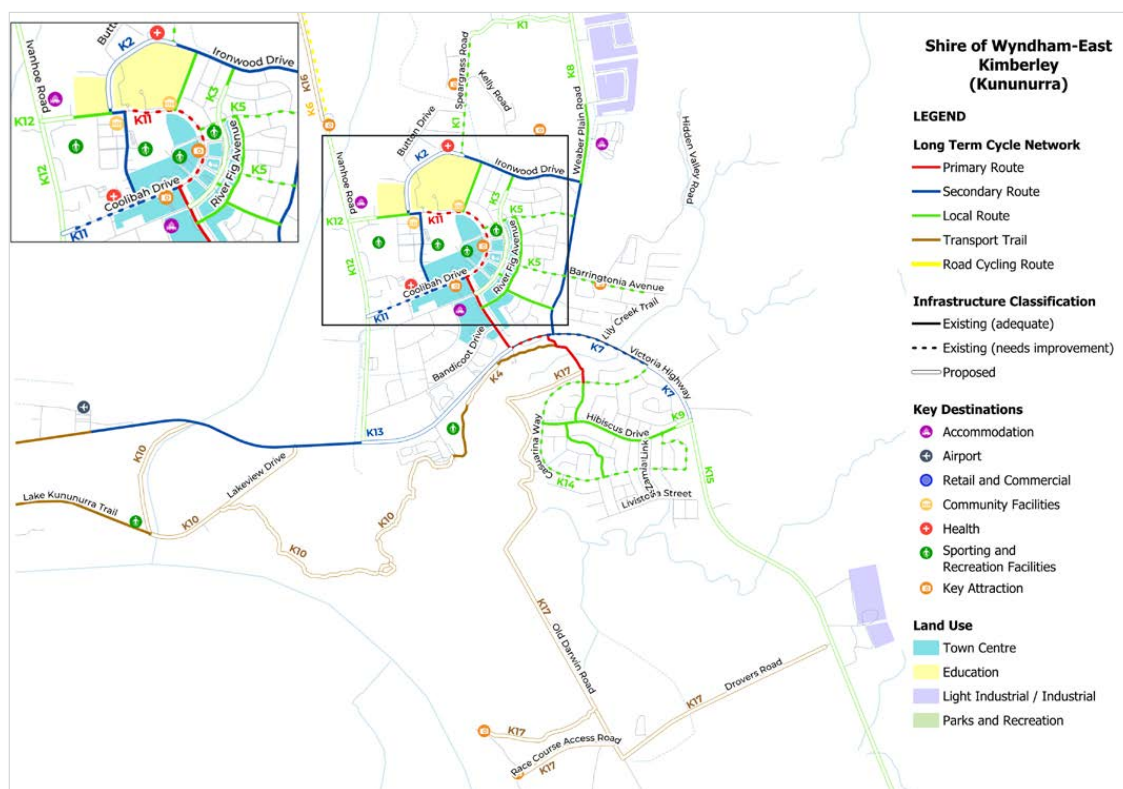
Kimberley 2050 Cycling Strategy

5.5 Shire of Wyndham-East Kimberley

The Shire of Wyndham-East Kimberley's 2050 bike riding network is shown in Map 5 (Kununurra) and Map 6 (Wyndham) and includes connections to:

- **Kununurra Town Centre:** Improvements to the paths along Coolibah Drive to provide a well-connected and legible network. This also supports improved access to Kununurra District Hospital.
- **Ord Valley Aboriginal Health Service:** Suitable walking and riding environment along Ironwood Drive between Coolibah Drive and Speargrass Road.
- **Mirima National Park:** Pathway upgrades along Barringtonia Avenue.
- **Lilly Creek Lagoon and Celebrity Tree Park:** Complete gaps in the network along Victoria Highway and the foreshore path to provide safe access across the highway and to the park and lagoon.
- **Wyndham Town Centre:** Improvements to the existing path along Great Northern Highway. Complete gaps in the network along Cambridge Street, Kangaroo Drive and Kabbarli Street to provide safe access for residents to local retail.
- **Wyndham District Hospital:** Path upgrades along Dulverton Street.

Map 5. Kununurra 2050 LTCN



Map 6. Wyndham 2050 LTCN



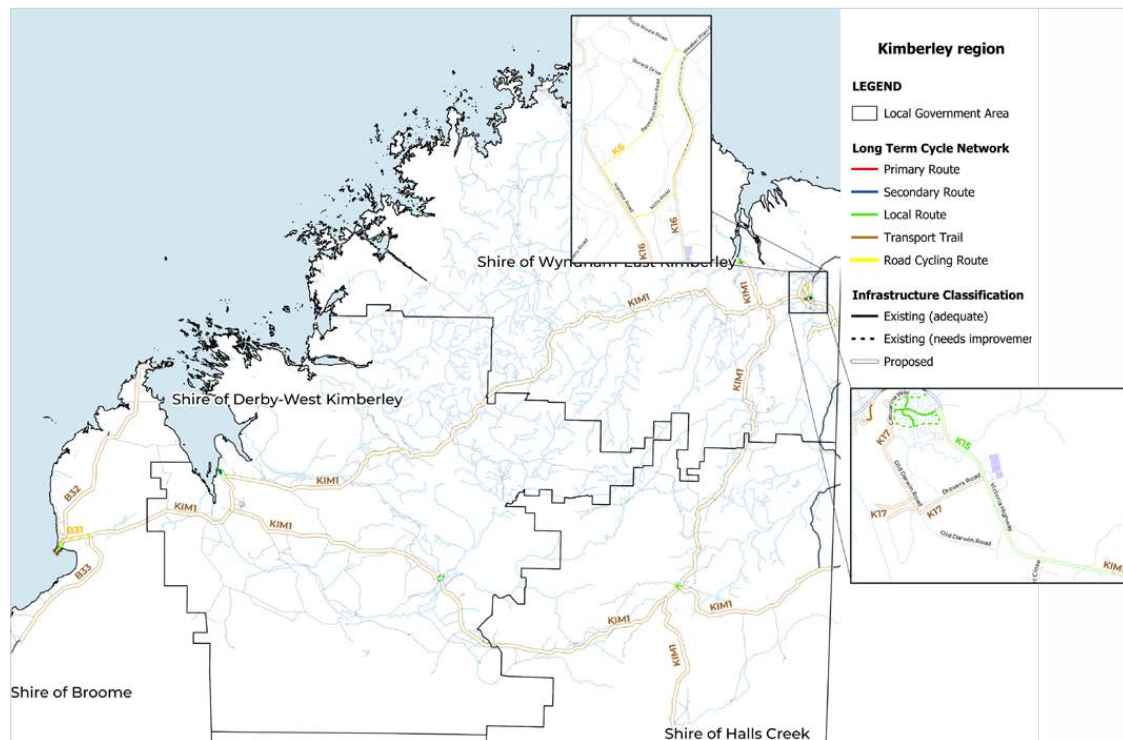
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5.6 Kimberley region

The Kimberley region-wide 2050 bike riding network is shown in Map 7 and includes intra and inter-regional connections to:

- **Great Northern Highway:** Connecting Broome, Fitzroy Crossing, Halls Creek, Kununurra and Wyndham as well as key attractions such as Purnululu National Park, El Questro National Park and the Grotto.
- **Gibb River Road:** Connecting Derby to Kalumburu, Kununurra and Wyndham.
- **Victoria Highway:** Valentine Spring Road and Lake Argyle Road to connect Lake Argyle.
- **Derby Highway:** Connecting Derby.
- **Tanami Road and Duncan Road:** Connecting to the Northern Territory.

Map 7. Kimberley region intra and inter-regional 2050 LTCN



6. Action Plan

This section outlines the strategic priorities that are proposed to be progressed over the next five years. These priorities lay the foundation for the Kimberley region to realise its long-term bike riding potential over time. The priorities have been informed by community and stakeholder consultation throughout the project, as summarised in Section 3. Regional Route Hierarchy.

6.1 Local priority projects and programs

The following tables identify the local strategic priorities for bike riding in the Kimberley region, if and when organisational and funding capacity permits. These actions are broadly categorised as: short-term (could potentially commence within 1–3 years), medium-term (4–5 years), long-term (5+ years) and ongoing. For each proposed project, the table shows a reference number, project name and type, what the action is, what the community need is. Table 6.1.1 indicates the broader regional projects. Table 6.1.2 - 5 refers to projects in the separate shires and whether the route is on a primary, secondary or local route.

6.1.1 Regional priority projects

Ongoing		
Ref.	Project name	Action and community need
KIM1	Advocacy to facilitate long-distance bike riding opportunities	<p>Local governments (LGs) to advocate for and work with Main Roads and other relevant stakeholders, to undertake a feasibility study to provide a suitable riding environment along state-owned roads in the Kimberley. This includes opportunities to deliver safety improvements for people on bikes as part of planned road projects in the region. Key locations identified through consultation include:</p> <ul style="list-style-type: none"> • Great Northern Hwy, connecting Broome, Fitzroy Crossing, Halls Creek, Kununurra and Wyndham as well as key attractions such as Purnululu National Park, El Questro National Park and the Grotto • Gibb River Rd • Victoria Hwy, Valentine Spring Rd and Lake Argyle Rd to connect Lake Argyle • Derby Hwy, connecting Derby • Tanami Rd and Duncan Rd, connecting to the Northern Territory <p>Need: There is some existing demand for bike riding along these routes, although minimal. All roads facilitating access to these locations are well frequented by high volumes of vehicles, including heavy vehicles, travelling at high speeds. Riders and drivers are required to share the road space, however there is minimal to no infrastructure in place to alert drivers to the presence of people on bikes.</p>

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6.1.1. Regional priority projects: Ongoing continued

Ref.	Project name	Action and community need
KIM2	Your Move program promotion and participation	<p>Work in partnership with the DoT to:</p> <ul style="list-style-type: none"> collaborate with schools to increase participation in the Your Move Schools program and promote the Connecting Schools Grant; run Shire-wide Your Move community-based programs, targeting households and workplaces; and on-board LGs to participate in the Your Move program and continue delivering community events and activities, such as during WA Bike Month. <p>Need: There are currently no schools or workplaces in the Kimberley region subscribed to DoT's Your Move program.</p>
KIM3	Co-design for safety and accessibility	<p>Integrating a co-design approach with the community on bike riding projects to support feelings of personal security, safety and useability for a diverse range of people.</p> <p>Need: During consultation, many people reported feeling vulnerable using the existing network. To support feelings of personal security for all, their requirements need to be considered.</p>
KIM4	Bicycle network promotion and activation	<p>Continue to promote and encourage riding to the community for transport and recreation pending resource availability, including:</p> <ul style="list-style-type: none"> using the shires' existing communication channels to provide up-to-date information on riding routes, hazard reporting processes, pathway closures affecting riders, end-of-trip facility locations and to promote positive news stories related to riding; organising activities and events, such as hosting bicycle skills workshops and participating in WA Bike Month; delivering initiatives to increase road user awareness, including working with industry to promote driver awareness of bike riding and safe behaviours; and targeting activation events to raise community awareness of new and upgraded bike riding routes. <p>Need: The importance of creating a culture of riding in the Kimberley and developing positive attitudes toward bike riding, in an area where there is heavy reliance on vehicles as a mode of transport, has been identified through consultation.</p>

6.1.1. Regional priority projects: Ongoing continued

Ref.	Project name	Action and community need
KIM5	Bicycle network monitoring and evaluation	<p>LGs to work with DoT to consider implementing measures to collect data and capture riding demand to understand baseline usage and support the justification for future improvements in riding infrastructure. Measures may include the installation of bicycle counters, annual counts on key bike riding links, community surveys, public bicycle parking usage counts and regular route infrastructure condition audits.</p> <p>Need: Monitoring and evaluation is essential to ensure projects are delivering on the intended outcomes or to determine when and why specific outcomes are not being met.</p>
KIM6	Delivering universal accessibility across the region's path network	<p>LGs to upgrade existing pathway networks and ensure future pathways are delivered in accordance with universal accessibility standards.</p> <p>Need: Sections of the existing pathway network in the region are non-compliant with universal accessibility standards.</p>
KIM7	Ongoing maintenance of the bicycle network	<p>LGs continue to undertake regular prickle and weed removal as well as path and street maintenance. This includes sweeping to remove glass and other debris as well as excessive sand build up.</p> <p>Need: Consultation flagged a need for path maintenance to ensure smooth riding surfaces in all towns. Site observations highlighted some key problem areas with sand build up or overgrown vegetation including along sections of Roberta Ave and Bridge St in Halls Creek, Ashley St in Derby, Clementson St in Broome and Cato Ct to Wyndham District High School.</p>
KIM8	Provide public bicycle parking	<p>LGs to review and then provide, and/or work with business owners/service providers, to install public bicycle parking in the town centres and other local centres and facilities.</p> <p>Need: Limited public bicycle parking was identified as an issue through community consultation.</p>
KIM9	Support the provision of end-of-trip facilities	<p>LGs to review local planning policies to include appropriate planning requirements for new developments or redevelopments to include visitor and employee end-of-trip facilities suitable for the type and scale of development.</p> <p>Need: Review the currency of bicycle end-of-trip facilities provision in each Shire's local planning policies to attract more people to walk, wheel and ride to workplaces.</p>

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6.1.1. Regional priority projects: Ongoing continued

Ref.	Project name	Action and community need
KIM10	Improve transport choice for key user groups in the region	<p>LGs to investigate opportunities to partner with industry, non-for profit or other organisations to support increased mobility and access options for disadvantaged communities, temporary working populations and/or visitors to the region.</p> <p>DoT to investigate the feasibility of establishing a statewide eBike subsidy program.</p> <p>Need: Through consultation, limited access to bicycles, spare parts and servicing in the region was identified as a barrier to increasing riding uptake in the region. Increasing access options supports social equity within the region, enabling people to connect to places, and has the potential to support new businesses within the region and increase spending, contributing to the region's local economy.</p>
KIM11	Supporting recreational riding and cycling tourism	<p>LGs in partnership with DoT to collaborate with stakeholders, such as the DLGSC, DBCA, Tourism WA and local cycling clubs, to identify opportunities to provide recreational riding facilities and support cycling tourism in the region. This may include investigating the potential for mountain biking or gravel trails and identifying locations for additional pump tracks in the region.</p> <p>Need: A desire to increase recreational riding opportunities and grow cycling tourism in the Kimberley has been identified through consultation.</p>

Short-term

Ref.	Project name	Action and community need
KIM12	Engage with Traditional Owners as part of the region's bicycle network development	<p>DoT to develop guidance on Aboriginal engagement and consider a trial for LGs to incentivise the incorporation of 'Connecting with Country' principles for design/construction projects, for example, through Western Australian Bicycle Network Grants projects or other DoT funded projects.</p> <p>Additional funding may also be considered to support engagement with local Aboriginal corporations/language centres and the development of a 'Connecting with Country Report' as part of transport projects.</p> <p>In the longer term, there is an opportunity to collaborate with other state government agencies to develop whole-of-government guidance.</p> <p>Need: Supports meaningful and respectful engagement with the Aboriginal community, encourages high-quality place outcomes and fosters capacity building amongst local communities. Examples to draw on include TfNSW's Connecting with Country Framework, Principles and Framework for Aboriginal Engagement and METRONET's Gnarla Biddi Aboriginal Engagement Strategy.</p>

6.1.1. Regional priority projects: Short-term continued

Ref.	Project name	Action and community need
KIM13	Lighting the way: Cycle route lighting audit	LGs to undertake a lighting audit on local LTCN routes, and Main Roads to do so on state-owned roads, working with Horizon Power as required. Review and plan lighting upgrades in accordance with audit outcomes and consider the application of smart lighting in suitable locations. Need: Non-existing or insufficient lighting was frequently raised in engagement. Provision of appropriate lighting contributes to creating attractive riding facilities.

Medium to long-term

Ref.	Project name	Action and community need
KIM14	Improving legibility of the riding network through wayfinding	Develop a town-wide wayfinding strategy. Need: While there is existing wayfinding throughout the towns, a wholesale audit will enable each LG to identify gaps and deliver a wayfinding system that is legible and consistent.
KIM15	Kimberley Regional Trails Masterplan	Work with key stakeholders to develop a Kimberley Regional Trails Masterplan. Need: There are few formalised riding trails across the region and consultation highlighted a desire for more, recognising the important role trails can have in supporting local recreation and attracting visitors.

6.1.2 Shire of Broome

Short-term

Ref.	Project name	Project type	Action and community need	Hierarchy
B1	Old Broome Rd – Sandpiper Ave to Short St	Design and construct	Path along Old Broome Rd on the west side of the road between Sandpiper Ave and Short St. Need: Existing infrastructure on the east side of the road is very poor and varies between sealed shoulder and pathways. This route provides a critical link from the northern residential catchment to town.	Primary

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6.1.2. Shire of Broome: Short-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B2	Frederick St – The Boulevard Shopping Centre to Jewell St	Design and construct	Path along Frederick St between the Boulevard Shopping Centre and Jewell St. Need: Provide continuous access to the shopping centre and BRAC by completing a gap in the network on the north side of the road.	Primary
B3	Frederick St – Taji Rd to Cable Beach Rd East	Design and construct	Path along Frederick St between Taji St to Cable Beach Rd East to provide route continuity on the north side of the road. Need: Serves as an important connection to BRAC and St Mary's College.	Primary
B4	Connect Broome Senior High School	Design and construct	Path along Kerr St between Dantoine St and the high school. Need: There is no path along this key route to school, forcing children to walk on the road.	Secondary
B5	Camp School Path	Design and construct	Path adjacent to the camp school between Cable Beach Rd West and Millington Rd. Need: Improves access to Cable Beach for visitor accommodation and residents of key growth area, Broome North.	Local
B6	Demco Foreshore Shared Path	Design and construct	Undertake design work for Demco Foreshore shared path, including the Jetty to Jetty Roebuck Bay shared path. Consider a staged approach to construction. Need: Provides access to Broome's beachfront, a valuable asset for local recreation and tourism, and links to the Conti Foreshore shared path.	Primary
-	Gubinge Rd road crossing improvements (various locations)	Design and construct	Provide safe pedestrian and bicycle crossing across Gubinge Rd to align with key desire lines (i.e. to access Minyirr Park and the suburb of Cable Beach, north catchment). Need: The need for improved safety across Gubinge Rd was identified through consultation. The uncontrolled crossing of the road is not suitable for use by people of all ages and abilities due to the high vehicle volumes, including trucks.	Primary

6.1.2. Shire of Broome continued

Medium term

Ref.	Project name	Project type	Action and community need	Hierarchy
B7	Anne St improvements	Design and construct	Complete a gap in the network on Anne St between Hamersley St and Weld St. Longer term, investigate path upgrades on Anne St. Need: Provides an important east-west connection and access to St Mary's College, Broome Japanese Cemetery, Broome Hospital and Broome Primary School. The existing path is between 2-2.2-m wide, some sections are damaged and poor quality.	Secondary
B8	Improve access to Broome Airport	Design and construct	Path upgrades along sections of McPherson St, Coghlan St, Weld St and Napier Tce. Need: Improves riding access to the airport and Chinatown. Currently, pathways serving the airport are sub-standard, illegible and switching between different sides of the road with some gaps.	Local
B9	Provide north-south access on Walcott St	Design and construct	Path along Walcott St between Hopton St to Frederick St. Need: Provides a north-south connection which is currently missing and improves access to Broome Hospital.	Secondary
B10	Complete gaps on Pembroke Rd	Design and construct	Complete gaps in the network on Pembroke Rd between Guy St to Clementson St. Need: Provides a north-south connection which is currently missing and improves access to the Nyamba Buru Yawuru health precinct currently under construction, Broome's Aboriginal Short Stay Accommodation, Germanus Kent House and Bran Nue Dae Respite, the light industrial area, residential areas and Demco recreational areas.	Secondary
B11	Forrest St improvements	Design and construct	Path along Forrest St between Anne St to Guy St. Need: Improves riding connectivity for the surrounding residential catchment and access to Broome Bowling Club.	Local

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6.1.2. Shire of Broome: Medium-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B12	Louis St improvements	Design and construct	<p>Path along Louis St between Dora St to Herbert St, including a safe connection to the Conti Foreshore shared path.</p> <p>Need: Improves riding connectivity for the surrounding residential catchment and access to Broome Bowling Club.</p>	Local

Long-term

Ref.	Project name	Project type	Action and community need	Hierarchy
B13	Gubinge Rd – Port Dr to De Marchi Rd	Design and construct	<p>Path along Gubinge Rd on the east side of the road between Port Dr to De Marchi Rd. Upgrade small section of existing 2 m path south of Banu St. Due to the length of the route (approx. 3.2-km-long), there may be a desire to stage the delivery, for example:</p> <ul style="list-style-type: none"> • Stage 1 – DeMarchi Rd to Gantheaume Pt Rd • Stage 2 - Gantheaume Pt Rd to Port Dr <p>Need: There is no path along most of this route which provides an important connection to Gantheaume Point and Broome Port which are key attractions and are planned for precinct activation in the long-term.</p>	Primary
B14	Connect Broome Port and Jetty	Design and construct	<p>Path along Port Dr to complete the gap between Gubinge Rd and Customs House Broome, and provide a suitable riding environment to connect Broome Port and Jetty.</p> <p>Need: Consultation highlighted a strong desire for a safe riding route along Port Dr which carries a high volume of trucks. It connects Broome Port which is one of Broome's key attractions, planned for activation in the long-term (see also B19). This route also provides access for workers in the Clementson St and the McDaniel Rd industrial precinct.</p>	Primary and transport trail

6.1.2. Shire of Broome: Long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B15	Guy St improvements	Design and construct	<p>Path upgrades on Guy St between Pembroke Rd and Hamersley St, providing path continuity over driveways.</p> <p>Need: Provides an important east-west connection and access to the industrial precinct and Conti Foreshore shared path. There are existing 2m wide paths on both sides of the road of sub-standard quality.</p>	Local
B16	Gubinge Rd – Cable Beach Rd West to Fairway Dr	Design and construct	<p>Path along Gubinge Rd on the east side of the road between Cable Beach Rd West and Fairway Dr.</p> <p>Need: Provides safe and continuous access to Cable Beach and Broome North.</p>	Primary
B17	Connect Gantheaume Point	Design and construct	<p>Provide a suitable riding environment along Gantheaume Point Rd to connect Gantheaume Point.</p> <p>Need: Consultation highlighted a strong desire for a safe riding route to Gantheaume Point, one of Broome's key attractions, planned for precinct activation in the long-term.</p>	Transport trail
B18	Hamersley St improvements	Design and construct	<p>Path upgrades on Hamersley St between Fredrick St and Weld St (west side of the road).</p> <p>Need: Provides access to the Broome Civic Centre and Library, and serves as an alternative and more direct north-south route parallel to the Conti Foreshore shared path.</p>	Secondary
B19	Connect Gantheaume Point	Planning and feasibility	<p>Path through the reserve between Dakas St and Gantheaume Point Rd.</p> <p>Need: Improves east-west connectivity, which is currently limited, and provides access to key destinations including Gantheaume Point and Town Beach.</p>	Secondary

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6.1.2. Shire of Broome: Long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B20	Cable Beach Rd East improvements	Design and construct	<p>Path upgrades along Cable Beach Rd East, providing path priority over the TAFE and BRAC driveways. Consider duplicating the path on the other side of the road in the long-term.</p> <p>Need: The existing path is approximately 2m wide on the north side of the road. This route provides a critical link in the network, supporting access to Cable Beach, the TAFE and BRAC and connects to Gubinge Rd and Frederick St primary routes.</p>	Primary
B21	Improve access for residents to Cable Beach Rd East primary route	Design and construct	<p>Path across the reserve to Cable Beach Rd primary route from Phillips Ct.</p> <p>Need: Opens up access for residents and provides direct connectivity to the Cable Beach Rd primary route.</p>	Local
B22	Port Dr improvements	Design and construct	<p>Path upgrade to provide a consistent, continuous and high-quality riding environment along Port Dr, between Anne St and Customs House Broome.</p> <p>Need: The existing path varies in quality, with path widths of around 2m. Provides access for workers in the Clementson St industrial area and to Broome Port which is planned for activation in the long-term (see also B7).</p>	Primary
B23	Improve access for Djugun residents	Design and construct	<p>Path across the reserve to Old Broome Rd from Bowerbird Lp and Swift Wy.</p> <p>Need: Both streets connect to partial pedestrian cut-throughs/laneways, with an east-west desire line apparent from Swift Wy. These routes improve accessibility to Old Broome Rd primary route for Djugun residents.</p>	Local

6.1.2. Shire of Broome: Long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B24	East-west connectivity through Broome North and Cable Beach	Design and construct	<p>Path between Fairway Dr and Said Bend, as well as along Tanami Dr between Flowerdale Rd and Broome Hwy. As part of this, deliver path upgrades along Sanctuary Rd.</p> <p>Need: An important east-west link through Broome North and the suburb of Cable Beach. Provides access to Cable Beach, Broome North Primary School and the Broome North industrial precinct.</p>	Secondary
B25	Connect Broome North industrial precinct	Design and construct	<p>New path and path upgrades on Mavis Rd between Flowerdale Rd and Tanami Dr, including a cut-through across the reserve to connect to Gubinge Rd.</p> <p>Need: Provides access to Broome North and the industrial precinct, a key growth area in the Shire.</p>	Local
B26	East-west connectivity through Broome North and Cable Beach	Design and construct	<p>Path upgrades to improve the east-west shared path link that runs along Maritana Wy and through Sayonara Park, between Fairway Dr and Sanctuary Rd.</p> <p>Need: Provide a low-stress riding route between Broome North and Cable Beach.</p>	Local
B27	Connect Broome's southern peninsula	Feasibility and planning	<p>Provide a suitable riding environment along Kavite Rd.</p> <p>Need: Consultation highlighted a strong desire for a safe riding route around Broome's southern peninsula. This link connects Broome's key attractions, Gantheaume Point to Broome Port and Jetty.</p>	Transport trail
B28	Lullfitz Dr/Fairway Dr	Design and construct	<p>Path along Lullfitz Dr/Fairway Dr between Sanctuary Rd and Broome Hwy, including upgrades to the existing 2m wide section of path.</p> <p>Need: This route will serve as an important link upon full build out of the Broome North development.</p>	Secondary

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6.1.2. Shire of Broome: Long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B29	Reid Rd improvements	Design and construct	<p>Path upgrades along Reid Rd, providing path continuity over driveways.</p> <p>Need: The existing 2m wide path on the east side of the road is sub-standard, noting that Reid Rd carries some heavy vehicle traffic. This route provides access to the TAFE, BRAC and the Port Dr industrial precinct.</p>	Secondary
B30	Riding connectivity along Broome Hwy	Design and construct	<p>Path on Broome Hwy between Gubinge Rd and Cape Leveque Rd.</p> <p>Need: There are sealed road shoulders of varying widths along Broome Hwy, which carries a high volume of vehicles, including trucks. This route connects Broome Caravan Park, Windmill Lodge and proposed transport trails along the Dampier Peninsula to the north and Great Eastern Hwy to the east.</p>	Secondary
B31	Facilitate road cycling opportunities in Broome	Feasibility and planning	<p>Work with Main Roads to identify opportunities to provide a safe road cycling environment:</p> <ul style="list-style-type: none"> to Coconut Well along Broome Hwy and Cape Leveque Rd; to Roebuck Roadhouse along Broome Hwy; and along Gubinge Rd, Port Dr and Old Broome Rd. <p>This may include installing signage, bike symbols and line marking to enhance driver awareness and promote sharing of the road space. In high-risk locations there may be a need for road shoulder widening to provide space for riders.</p> <p>Need: There is existing demand for road cycling along this circuit. There are sealed road shoulders of varying widths in some locations.</p>	Road cycling

6.1.2. Shire of Broome: Long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
B32	Connect the Dampier Peninsula	Feasibility and planning	<p>Work with Main Roads to provide a suitable riding environment along Cape Leveque Rd to improve access to the Dampier Peninsula.</p> <p>Need: Consultation with stakeholders highlighted a desire to improve access to the Dampier Peninsula, one of Broome's key attractions with many tourism offerings along the length of the peninsula.</p>	Transport trail
B33	Connect Bidyadanga	Feasibility and planning	<p>Work with Main Roads to provide a suitable riding environment on Broome Hwy and Great Northern Hwy (south) to connect to the Bidyadanga community.</p> <p>Need: Consultation with stakeholders expressed a desire to improve access for the Bidyadanga community, the largest remote Aboriginal community in WA, to town.</p>	Transport trail

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6.1.3 Shire of Derby-West Kimberley

Derby

Short-term

Ref.	Project name	Project type	Action and community need	Hierarchy
D1	Improve connectivity to Derby Jetty	Design and construct	<p>Path on Elder St between the Derby Jetty shared path and Loch St. Install signage at the north end of the shared path and Jetty Rd to clearly mark the route and raise driver awareness to look out for people on bikes.</p> <p>Need: Gap in the network. This route connects to the Derby Jetty shared path, a popular route for local recreation and visitors to view the mudflats. It also connects to Wharfinger's House Museum.</p>	Local
D2	Clarendon St improvements	Design and construct	<p>Complete gaps in the path network on Clarendon St between:</p> <ul style="list-style-type: none"> Loch St and Anderson St; and Rowan St and Johnston St. <p>As part of this, provide safe crossings for people walking, wheeling and riding across Clarendon St at Hensman St to connect to Anderson St, and to the school.</p> <p>In the long-term, upgrade the existing path between Johnston St and Anderson St.</p> <p>Need: An important link which connects Derby Town Centre and provides access to Derby District High School, Derby Hospital, Derby Civic Centre and Library, the Derby Memorial Swimming Pool and Spinifex Hotel.</p>	Secondary
D3	Connect Holy Rosary School	Design and construct	<p>Path on Nevill St, Villiers St and Hensman St around the school and to provide safe access to the entrance.</p> <p>Need: There are currently no paths along these streets to provide safe access to the school.</p>	Local
D4	Bloodwood Cres – Mimosa St to Hakea Pl	Design and construct	<p>Path on Bloodwood Cres between Mimosa St to Hakea Pl.</p> <p>Need: Gap in the network. Provides access to Kurrajong Loop Park.</p>	Local

6.1.3. Shire of Derby-West Kimberley: Derby continued

Medium-term

Ref.	Project name	Project type	Action and community need	Hierarchy
D5	Connect Mowanjum	Design and construct	<p>Path on Derby Hwy (from Carnarvon St) and the Gibb River Rd to connect Mowanjum.</p> <p>Need: Consultation identified the need to provide safe riding access for the Mowanjum community which is approximately 8 km from Derby Town Centre. This route would also provide access for visitors to Mowanjum Art and Culture Centre.</p>	Local
D6	Connectivity along Derby Hwy	Design and construct	<p>Path on Derby Hwy between the Gibb River Rd and along Airport Rd.</p> <p>Need: Consultation identified the need for safe riding access to the West Kimberley Regional Prison for employees. This route also connects Derby Airport and supports access to key attractions, Joon Joo Botanical Trail and the Boab Prison Tree.</p>	Local
D7	Rowan St improvements	Design and construct	<p>Path upgrades on Rowan St (from Howell St) and complete gaps in the network on Rowan St/Watt St between Howell St and Marmion St.</p> <p>Need: Connects Derby District High School, Derby Jetty shared path and Kimberley Entrance Caravan Park.</p>	Local

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6.1.3. Shire of Derby-West Kimberley: Derby medium-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
D8	Improve access to Derby District High School	Design and construct	<p>Path upgrades to improve access to the school including along:</p> <ul style="list-style-type: none"> • Anderson St between Clarendon St to Nevill St; • Knowsley St West between Marmion St to Ashley St (consider duplicating the path on the north side of the road in the long-term as a key access route to school); • Fairbairn St between Clarendon St to Knowsley St West; • Marmion St between Anderson St and Rose St; and • Nevill St between Clarendon St and Rowan St. <p>Need: Key access routes to school. The existing paths are in poor condition in some sections along these streets, for example the paths on Knowsley St West and Fairbairn St are approximately 1.7m wide and damaged.</p>	Local
D9	Marmion St improvements	Design and construct	<p>Path upgrade on Marmion St between Mimosa St and Archer St, and complete the gap in the network between Archer St and Rose St.</p> <p>Need: Key east-west link connecting Derby's main residential catchment to Derby District High School and the town centre. The quality of the existing path is variable with sections of damaged path and debris along the route.</p>	Local

6.1.3. Shire of Derby-West Kimberley: Derby medium-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
D10	Connect Derby's northern catchment	Design and construct	<p>Paths to complete gaps in the network along:</p> <ul style="list-style-type: none"> Ashley St between Panton St and Loch St; Panton St between Swain St and Juld St; Juld St between Panton St and Stanley St; Stanley St between Juld St and Stanwell St to the east and Swain St and Ashley St to the west; Stanwell St between Stanley St to Sutherland St; Sutherland St between Stanwell St and Loch St; and Swain St including a pedestrian cut-through to Loch St. <p>Need: There are no paths on these streets which provide access to four Aboriginal communities and Dumbara Burru Caravan Park, forcing people to walk on the road.</p>	Local

Long-term

Ref.	Project name	Project type	Action and community need	Hierarchy
D11	Fitzroy St – Ashley St to Derby Hwy	Design and construct	<p>Path on Fitzroy St between Ashley St and Derby Hwy.</p> <p>Need: Key east-west link between the main residential catchment and the local route along Derby Hwy. Also supports access to the Fitzroy St industrial precinct.</p>	Local

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6.1.3. Shire of Derby-West Kimberley: Derby long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
D12	Guildford St – Ashley St to Derby Hwy	Planning and design	Path on Guildford St between Ashley St and Derby Hwy. Need: Key east-west link between the main residential catchment and the local route along Derby Hwy. Also supports access to the Guildford St industrial precinct and Derby Recreation Centre.	Local
D13	Ashley St – Bloodwood Cres to Fitzroy St	Planning and design	Path on Ashley St between Bloodwood Cres and Fitzroy St. Need: Gap in the network which supports access to the Fitzroy St industrial precinct and local route along Derby Hwy.	Secondary
D14	Rodgers St and Conway St	Planning and design	Path on Rodgers St and Conway St. Need: Gap in the network which supports access to the Fitzroy St industrial precinct and local route along Derby Hwy.	Local
D15	Loch St corridor improvements	Planning and design	Path upgrades on Loch St between Elder St and Carnarvon St to provide a high quality and consistent riding environment. As part of this, provide safe crossings for people walking, wheeling and riding across Loch St in line with desire lines such as at Nevill St, Hensman St and Clarendon St. Need: Forms a key spine in the Derby network, connecting local retail and commercial businesses. Loch St carries a high volume of heavy vehicles. Some sections of the existing path are narrow and damaged making it unsuitable for riding.	Secondary

6.1.3. Shire of Derby-West Kimberley: Fitzroy Crossing continued

Fitzroy Crossing

Short-term

Ref.	Project name	Project type	Action and community need	Hierarchy
F1	Forrest Rd corridor improvements	Design and construct	<p>Path on Forrest Rd between Flynn Dr and Great Northern Hwy, including a safe road crossing for people walking, wheeling and riding across the highway. Provide path continuity over driveways, including the Fitzroy Valley Showgrounds and entrance to Tarunda Shopping Centre.</p> <p>Provide shade and tree plantings along Forrest Rd, north of Scrivner Rd, and places for people to stop and rest.</p> <p>Need: Provide access between Fitzroy Crossing Town Centre and the Burawa and Junjuwa communities, approximately 2 km north of town. The provision of mid-trip facilities will provide people with a more comfortable walking and riding environment.</p>	Secondary and local
F2	Improve access for Burawa and Junjuwa	Feasibility and planning	<p>Consult with the Aboriginal community on opportunities to provide path connectivity within Burawa and Junjuwa communities.</p> <p>Need: Provide safe access for people walking, wheeling and riding within the communities.</p>	Local

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6.1.3. Shire of Derby-West Kimberley: Fitzroy Crossing short-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
F3	Improve access for Mindi Rardi, Kurnangki and Parukupan	Feasibility and planning	<p>Consult with the Aboriginal community on opportunities to provide path connectivity to and within Mindi Rardi, Kurnangki and Parukupan communities along Great Northern Hwy and access roads. As part of this, provide safe road crossings for people walking, wheeling and riding across Great Northern Hwy in line with desire lines.</p> <p>Need: Provide safe access for people walking, wheeling and riding within the communities, prioritising Mindi Rardi and Kurnangki which are less than 1 km from town. While there is one road crossing of Great Northern Hwy, the uncontrolled crossing is not suitable for use by people of all ages and abilities due to the high volume of heavy vehicles travelling at 60 km/h.</p>	Local
F4	Connect Fitzroy Crossing Hospital	Design and construct	<p>Path on Fallon Rd between Fitzroy Crossing Hospital and Flynn Dr.</p> <p>Need: Gap in the network. This route connects to the hospital and other medical services.</p>	Secondary
F5	Connect Fitzroy Crossing's local retail	Design and construct	<p>Path to Tarunda Shopping Centre from McLarty Rd to align with pedestrian desire line, and between Flynn Dr, to McLarty Rd, to improve access to town for the north-western residential catchment and open up access from MacDonald Wy.</p> <p>Need: Pedestrian desire lines are evident along these routes which are comprised of dirt tracks. Providing a path will enable safe access for people walking, wheeling and riding, removing passage through the shopping centre car park.</p>	Local

6.1.3. Shire of Derby-West Kimberley: Fitzroy Crossing continued

Medium-term

Ref.	Project name	Project type	Action and community need	Hierarchy
F6	McLaraty Rd path crossing	Design and construct	Provide safe crossing of McLaraty Rd where the path switches from the west side to the east side of the road. Need: The path crossing is in poor condition, with a section of no/damaged path and requiring people who are walking, wheeling or riding to negotiate kerbing.	Local
F7	Improve access to Fitzroy River	Design and construct	Path between Crossing Inn and the Fitzroy River footbridge, as well as on Sandford Rd (from Forrest Rd) and Rodeo Grounds Rd. Upgrade the existing path on Sandford Rd (from the rodeo) and Skuthorp Rd. Need: Connects Fitzroy Valley Rodeo Ground, Crossing Inn and supports access to the Fitzroy River (footbridge).	Local

Long-term

Ref.	Project name	Project type	Action and community need	Hierarchy
F8	Improve access to town-based communities	Feasibility and planning	Consult with the Aboriginal community on opportunities to provide path connectivity to and within the Darlungunaya community, via Russ Rd, and the Bungardi community, via Geikie Gorge Rd. Need: Both sites are located approximately 10km from town, without any path network serving these communities.	Local

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6.1.4 Shire of Halls Creek

Short-term

Ref.	Project name	Project type	Action and community need	Hierarchy
-	Great Northern Hwy road crossing improvements (various locations)	Design and construct	Safe pedestrian and bicycle crossing across Great Northern Hwy to align with key desire lines (i.e. to access Mardiwah Loop community, Lundja community, aquatic and recreation centre). Need: The uncontrolled crossing of the road is not suitable for use by people of all ages and abilities due to vehicles, including trucks, travelling at 50km/h along the highway.	Local
H1	Connect Lundja	Design and construct	Path on Great Northern Hwy (from Duncan Rd) and Lundja Community Rd. Need: Consultation identified a need to provide safe access for the Lundja community to town, noting there are currently no paths serving this community.	Local
H2	Connect Nicholson Block	Design and construct	Path on Duncan Rd between Bridge St and Beckett St industrial precinct entrance, and on Yumali Rd. Consider staging construction to prioritise the section to Nicholson Block. Need: Consultation identified a need to provide safe access for the Nicholson Block community to town, noting there are currently no paths serving this community. This route also serves the industrial precinct.	Local
H3	Bridge St minor improvements	Design and construct	Path along Bridge St between Old Great Northern Hwy and Great Northern Hwy as well as minor improvement (e.g. TGSIs) along the length of the corridor. Need: Key east-west corridor, provides access to Halls Creek Caravan Park, Halls Creek District High School and Yura Yungi Medical Service.	Local

6.1.4. Shire of Halls Creek continued

Medium-term

Ref.	Project name	Project type	Action and community need	Hierarchy
H4	Improve access for Mardiwah Loop	Design and construct	<p>New path and path upgrades on Mardiwah Loop to connect to Roberta Ave shared path which provides safe access to town.</p> <p>Need: There are small sections of existing path in the Mardiwah Loop community, overall the condition is poor.</p>	Local
H5	Connect Halls Creek eastern residential catchment	Design and construct	<p>Provide a network of paths for the eastern residential catchment and consider staging construction, for example:</p> <ul style="list-style-type: none"> • Stage 1: McDonald St between Quilty St to Welman Rd • Stage 2: Welman Rd between McDonald St and Neighbour St to connect to the existing path on the north side of the road • Stage 3: Wilkinson St between Welman Rd to Duncan Rd. <p>Need: Few paths currently in place to provide safe access for the eastern residential catchment, forcing people to walk on the road.</p>	Local
H7	Neighbour St – Welman Rd to Bridge St	Planning and design	<p>Path on Neighbour St between Welman Rd and Bridge St.</p> <p>Need: Consultation identified a need for a path along this route to align with potential future development along Neighbour St.</p>	Local

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6.1.4. Shire of Halls Creek continued

Long-term

Ref.	Project name	Project type	Action and community need	Hierarchy
H8	Thomas St – Hall St to Roberta Ave	Design and construct	Path upgrade on Thomas St between Hall St to Roberta Ave. Need: Key access route to Halls Creek District High School. The existing path is narrow, around 1.2m wide.	Local
H9	Great Northern Hwy – Town centre improvements	Design and construct	Path upgrade on Great Northern Hwy between Duncan Rd and Halls St, and new paths to connect the industrial precinct to the west. Need: This route connects the Halls Creek Town Centre. The existing path is substandard and the presence of light poles restricts the effective path width.	Secondary and local
H10	Connect Halls Creek Lookout	Design and construct	Path on Mount Amhurst Rd to connect Halls Creek Lookout. Need: A key attraction for local recreation and visitors. Currently the lookout is accessed via a dirt road.	Local
H11	Connect Halls Creek Airport	Design and construct	Path on Roberta Rd between Halls Creek Airport and Bridge St. Need: There is no path connecting to Halls Creek Airport. Although not one of the region's main airports, the Halls Creek Masterplan identifies opportunities for activation near the site.	Local
H12	Connect China Wall	Feasibility and planning	Advocate to, and work with, Main Roads to undertake a feasibility study to provide a suitable riding environment to connect China Wall. Need: A key attraction for local recreation and visitors. Currently the attraction is accessed via a main road and dirt road.	Transport trail

6.1.5 Shire of Wyndham-East Kimberley

Kununurra

Short-term				
Ref.	Project name	Project type	Action and community need	Hierarchy
K1	Improve access for communities along Speargrass Rd	Design and construct	<p>Path along Speargrass Rd between Weaber Plain Rd and the existing path on Speargrass Rd. In the long-term consider installing mid-trip facilities such as shade, seating and rest stops to make it more comfortable to travel from Mirima and town (approximately 2km distance).</p> <p>Need: Consultation identified the need to prioritise completing this gap. This route is an important link serving several Aboriginal communities and connects key attractions, Waringarri Aboriginal Arts and Kelly's Knob.</p>	Local
K2	Ironwood Dr – Speargrass Rd to Coolibah Dr	Design and construct	<p>Suitable riding environment on Ironwood Dr between Speargrass Rd and Coolibah Dr.</p> <p>Need: Connect several important destinations including local medical services, the TAFE and St Joseph's Catholic Primary School.</p>	Secondary
K3	Konkerberry Dr – Rosewood Ave to Messmate Wy	Design and construct	<p>Path on Konkerberry Dr between Rosewood Ave and Messmate Wy.</p> <p>Need: An important route providing access to local retail and services. While there are sections of path adjacent to some stores, a lot of them are poor quality, narrow and overall disjointed.</p>	Local
K4	Improve access to and around Lilly Creek Lagoon	Design and construct	<p>Provide a path around the lagoon where there is currently a gap between the existing paths connecting Celebrity Tree Park. As part of this, provide safe road crossings for people walking, wheeling and riding across Victoria Hwy from the east and west sides of Messmate Wy.</p> <p>Need: Consultation highlighted a desire to complete the gap, to provide a continuous, safe and comfortable walking and riding environment to the lagoon.</p>	Transport trail

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6.1.5. Shire of Wyndham-East Kimberley: Kununurra short-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
K5	Minor improvements along local routes	Design and construct	<p>Minor improvements are identified to enhance the riding environment along key local routes including improving road crossings and providing kerb ramps where required for people walking, wheeling and riding at:</p> <ul style="list-style-type: none"> • River Fig Ave: connecting to Leichardt St and Ebony St; • Leichardt St: at the Konkerberry Dr roundabout – also improve continuity across driveways and consider widening the existing 1.5m path in the long-term; and • Barringtonia Ave: connecting to Miniata St – also improve continuity across driveways and consider widening the existing 1.5m path in the long term. <p>Need: River Fig Ave provides access to local retail within the town centre, Leichardt St forms part of a key access route to East Kimberley College from Lakeside and Barringtonia Ave connects to Mirima National Park.</p>	Local
K6	Facilitate road cycling opportunities in Kununurra	Feasibility and planning	<p>Identify opportunities for providing a safe road cycling environment along sections of Ivanhoe Rd, Research Station Rd, Stock Route Rd, Weaber Plain Rd and Mills Rd.</p> <p>Treatments may include installing signage, bike symbols and line marking to enhance driver awareness and promote sharing of the road space. In high-risk locations there may be a need for road shoulder widening to provide space for riders.</p> <p>As part of this, work with Main Roads as Weaber Plain Rd is a state-owned asset.</p> <p>Need: There is existing demand for road cycling along this circuit. There are sealed road shoulders of varying widths in some locations.</p>	Road cycling

6.1.5. Shire of Wyndham-East Kimberley: Kununurra continued

Medium-term

Ref.	Project name	Project type	Action and community need	Hierarchy
K7	Improve connectivity for Lakeside	Design and construct	<p>Path on Victoria Rd between Casuarina Wy (north end) and Hibiscus Dr.</p> <p>Improve the existing path between Casuarina Wy and Messmate Rd to provide a greater level of safety and protection for people walking, wheeling and riding along this route, including providing safe road crossings across Victoria Hwy.</p> <p>In the long-term, improve universal accessibility of the path network including providing kerb ramps and ensuring path continuity over drainage channels. Key routes to prioritise include Bossea St, Hibiscus St, Flametree St and Casuarina Wy and Melaleuca Dr.</p> <p>Need: Gap in the network to connect Hibiscus Dr, a key access point to Lakeside. While some signage is in place, the existing uncontrolled crossing points of the road and on-road bidirectional path is not suitable for use by people of all ages and abilities due to vehicles, including trucks, travelling at 60km/h along the highway.</p>	Primary and secondary
K8	Weaber Plain Rd – Poincettia Wy to Caldesia Lp	Design and construct	<p>Path on Weaber Plain Rd between Poincettia Wy and Caldesia Lp.</p> <p>Need: Consultation identified a desire to extend the Weber Plain Rd shared path to connect to the industrial precinct and residential housing along the route.</p>	Local
K9	Hibiscus Dr – Melaleuca Dr to Victoria Hwy	Design and construct	<p>Path on Hibiscus Dr between Melaleuca Dr and Victoria Hwy.</p> <p>Need: Gap in the network to connect Hibiscus Dr, a key access point to Lakeside.</p>	Local

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6.1.5. Shire of Wyndham-East Kimberley: Kununurra medium-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
K10	Trails around Lilly Creek Lagoon	Design and construct	Suitable riding environment around the lagoon. Need: The Shire of Wyndham-East Kimberley Trails Master Plan identifies opportunities to provide trails around the lagoon.	Transport trail

Long-term

Ref.	Project name	Project type	Action and community need	Hierarchy
K11	Coolibah Dr corridor improvements	Design and construct	Path upgrades to improve continuity across driveways/side roads and widen where suitable. Some sections are adequate, however, focus on the section between White Gum St and Banksia St to improve connectivity through the retail centre and across car parks. Safe road crossing across Coolibah Dr, near Chestnut Ave. Need: The existing 1.8m – 2m wide path along Coolibah Dr varies in quality and is disconnected in many sections. This is a key link for Kununurra and directly connects many important destinations including the town centre, Kununurra District Hospital, East Kimberley College and the TAFE.	Primary and secondary
K12	Ivanhoe Rd – Victoria Hwy to Ivanhoe Crossing	Planning and design	Path on Ivanhoe Rd between Victoria Hwy and Ivanhoe Crossing. As part of this, complete the gap on Coolibah Dr between Ivanhoe Rd and Ivanhoe Village Caravan Resort. Need: Consultation highlighted a desire for a path along Ivanhoe Rd to support local recreation and local business. Currently there is no path along this key freight route.	Local
K13	Victoria Hwy– Ivanhoe Rd to Messmate Wy	Feasibility and planning	Path on the north side of the highway adjacent to visitor accommodation. Need: No path is provided requiring people to walk on the grassed verge. This is a key route connecting visitor accommodation to town.	Secondary

6.1.5. Shire of Wyndham-East Kimberley: Kununurra long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
K14	Casuarina Way improvements	Feasibility and planning	<p>Path upgrades to provide continuous connections where the path separates at drainage channels. Consider widening the path.</p> <p>Need: Key route for the Lakeside community, including for driving. The existing path is 1.5m wide and discontinues at drainage channels.</p>	Local
K15	Connect communities south of Kununurra	Feasibility and planning	<p>Consult with the Aboriginal community on opportunities to provide path connectivity to (via Victoria Hwy) and within communities south of Kununurra including the Emu Creek community and communities served by Falls Crossing Rd and Packsaddle Rd.</p> <p>Need: Consultation identified a need to provide safe access for Aboriginal communities to town, noting there are currently no paths serving this community. The Emu Creek community was highlighted as a potential priority due to proximity to town.</p>	Local and transport trail
K16	Connect Ivanhoe Crossing and Weaber Plain Rd	Feasibility and planning	<p>Identify opportunities to provide a suitable riding environment on Ivanhoe Rd to connect Ivanhoe Crossing and north along Weaber Plain Rd, from Caldesia Lp.</p> <p>Need: Ivanhoe Crossing is a local attraction and site of cultural significance. There is currently no path access along Ivanhoe Rd. Weaber Plain Rd connects to local businesses at the north end.</p>	Transport trail
K17	Drovers Rd and Old Darwin Rd to connect the rodeo ground and boat club	Feasibility and planning	<p>Identify opportunities to provide a suitable riding environment on Old Darwin Rd and Drovers Rd to connect Kununurra Rodeo Ground and Ord River Paddlers/Kununurra Dragon Boat Club.</p> <p>Need: Consultation flagged an opportunity to improve access to these key local attractions via riding.</p>	Transport trail

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Wyndham

Short-term

Ref.	Project name	Project type	Action and community need	Hierarchy
W1	Port Trail improvements	Design and construct	<p>Staged path upgrades over the short to long-term to restore damaged sections of the Port Trail and deliver a continuous, safe and comfortable riding environment.</p> <p>Need: Community consultation raised the desire to see improved conditions along the existing Port Trail which serves as an important link for local recreation and connects people to the shops and Wyndham Port.</p>	Secondary and transport trail
W2	Improve access for Warrayu	Design and construct	<p>Path on Kabbarli St between Warrayu St and St Peter's Wy, and Kangaroo Dr between Kabbarli St and Great Northern Hwy. Consult with the Aboriginal community on opportunities to provide path connectivity within Warrayu.</p> <p>Need: Provide safe access for the Warrayu Community to town. Currently there are no paths on these streets forcing people to walk on the road. This route also supports access to St Joseph's Primary School and Wyndham Memorial Swimming Pool.</p>	Local
W3	Cambridge St – Great Northern Hwy to Koolama St	Design and construct	<p>Path on Cambridge St between Great Northern Hwy to Koolama St.</p> <p>Need: Connect the northern residential catchment to local retail.</p>	Local

Medium-term

Ref.	Project name	Project type	Action and community need	Hierarchy
W4	Connect Wyndham's southern catchment	Design and construct	<p>Path on Sharpe St, Ord St and Kimberley St (between Ord St and Great Northern Hwy).</p> <p>Need: Connect the TAFE, industrial precinct and local retail along Great Northern Hwy.</p>	Local

6.1.5. Shire of Wyndham-East Kimberley: Wyndham medium-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
W5	Welch St	Design and construct	Continue the path network from where the existing path ends, adjacent to Wyndham District High School. Need: Connect the early learning centre and industrial precinct.	Local
W6	Coverley St – Flinders St to Ivanhoe St	Design and construct	Path on Coverley St between Flinders St to Ivanhoe St. Need: Connect Wyndham District High School and the industrial precinct.	Local

Long-term

Ref.	Project name	Project type	Action and community need	Hierarchy
W7	Koolama St improvements	Design and construct	Path upgrade on Koolama St between Timor St and the existing shared path connecting to St Joseph's Primary School. As part of this, provide a safe crossing for people walking, wheeling and riding across Koolama St to connect to Timor St. Need: The existing path is in poor condition. This route supports access to the school.	Local
W8	Improve connectivity to Wyndham District Hospital	Design and construct	Path upgrades on Dulverton St and Delamere St to the hospital, including path continuity across driveways. Need: The existing path is sub-adequate with some sections that are narrow and damaged. This route serves as an important link connecting the hospital.	Local

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6.1.5. Shire of Wyndham-East Kimberley: Wyndham long-term continued

Ref.	Project name	Project type	Action and community need	Hierarchy
W9	Great Northern Hwy – Town centre improvements	Design and construct	Path upgrade on Great Northern Hwy between Baker St and Welch St. As part of this, provide safe road crossings for people walking, wheeling and riding across the highway at Timor St and Cambridge St. Need: This route connects the Wyndham Town Centre. The existing path is substandard and switches between the north and south side of the highway, with some gaps along this route.	Secondary
W10	Connect Wyndham Caravan Park	Design and construct	Path on Baker St to connect Wyndham Caravan Park. Need: Provide safe access for visitors and staff of the caravan park.	Local

**6.2 Ongoing strategy maintenance**

Progress on the priority actions identified in Section 6 will be reported to DoT on an annual basis by the local governments.

The strategic priorities will be reviewed every five years to ensure current conditions are reflected and relevant projects are prioritised. This review will include reassessing each route's classification as either existing (adequate), existing (needs improving), or non-existent (proposed) and updating the existing network maps.

The five-yearly review will also allow the identification and inclusion of any significant new themes into the strategy, ensuring it maintains its currency.

A detailed review of the overarching strategy every 8-10 years will allow new opportunities to be identified and incorporated into a revised document.

Appendix A. Stakeholder Consultation

A.1 Engagement overview

This project aims to develop an aspirational cycling strategy for the Kimberley region, in partnership with the local governments in the region, which includes the shires of Broome, Derby-West Kimberley, Halls Creek and Wyndham-East Kimberley. The region is located in the north of WA and covers an area of over 423,500 square kilometres.

Development of the strategy was identified as a key action in the Western Australian Bike Network Plan 2014-2031 and reflects the growing demand for high quality cycling infrastructure in regional WA.

The strategy will be aspirational, long-term out to 2050, and include a short-term implementation program (five-year action plan) to prioritise the future delivery of infrastructure, activation and behaviour change initiatives.

Through development of an aspirational vision for cycling in the Kimberley region, the strategy aims to identify and support an increase in bike riding uptake, as well as:

- a higher level of bicycle connectivity between work, school, home and other local services and key destinations;
- opportunities to improve connectivity between town sites; and
- ways to capitalise on cycle tourism opportunities in the region and showcase/highlight the areas unique to the region.

Prior to consultation, a Community Consultation Plan was developed. The proposed engagement methodology and key dates were discussed with the local governments, while support with promoting/advertising the engagement activities was sought to maximise input from the local community and stakeholders.

A.1.1 Objectives

The objectives of community consultation:

- Raise awareness of the project
- Identify existing barriers to the uptake of cycling and initiatives that would support people to ride more often
- Identify the major issues and missing links associated with the existing cycle network
- Provide the community with the opportunity to share their ideas
- Confirm the themes, opportunities and projects that are most prioritised by the community
- Seek local buy-in and ongoing support for the strategy.

The target audience of engagement was residents and visitors. Most respondents to the survey (online and hardcopy) were residents or regular visitors to the region (over 90 per cent), with responses received from eight tourists/new visitors to the region.

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A.1.2 Approach

Online meetings were held with key representatives from all four Shires during project kick-off in March 2024 to introduce the project. Face-to-face meetings were subsequently held with all four Shires during the first out of two site visits to the region, occurring in April/May 2024 to meet the project team in-person and workshop preliminary themes, opportunities and network mapping.

With support from the Shires, stakeholder and community engagement across the region ran from April 2024 to July 2024 and included various formats as outlined below.

Community drop-in sessions

Nine community drop-in sessions were held in the region:

- Broome Courthouse Markets,
4 May 2024 (8:30am – 12:30pm)
- Kununurra Weekend Markets,
4 May 2024 (8:30am – 12:30pm)
- Broome Recreation and Aquatic Centre,
4 June 2024 (4:30pm – 7:00pm)
- Short Street Café (Broome),
5 June 2024 (7:30am – 9:30am)
- Paspaley Plaza (Broome),
5 June 2024 (10:00am – 1:00pm)
- Broome Boulevard,
5 June 2024 (2:00pm – 4:00pm)
- Coles Kununurra,
6 June 2024 (10:00am – 1:00pm)
- Ord River Sports Club (Kununurra),
6 June 2024 (4:30pm – 6:30pm)
- Broome Courthouse Markets,
8 June 2024 (8:30am – 12:30pm).

Community comments were captured from over 140 people at the community drop-in sessions as well as capturing comments from community members around town during the site visits.

Stakeholder meetings

One-on-one meetings were held with the following organisations face-to-face or online (see Appendix B.2 for a summary of meeting notes):

- WA Local Government Association
- WestCycle
- State government organisations
 - Kimberley Development Commission
 - Main Roads (Derby office)
 - DBCA's Parks and Wildlife Service – Kimberley Region (Kununurra office)
 - DLGSC (Broome office)
 - Tourism WA
- Aboriginal corporations
 - MG Corporation
 - Emama Nguda Aboriginal Corporation
 - Nyamba Buru Yawuru
 - Mirima Council Aboriginal Corporation
 - Winun Ngari
- Schools
 - Broome Primary School
 - Cable Beach Primary School
 - Broome Senior High School
 - Derby Senior Highschool
 - East Kimberley College
 - Halls Creek District High School

Online engagement

Online engagement was via DoT's online engagement platform 'My Say Transport'. The platform page received 455 visits between 1 June 2024 and 12 July 2024. Two features were used to gather information:

1. **Online survey:** This included questions on respondents' current bike use in the region and information on what would help them to ride more often. Ninety-three people responded to the online survey.
2. **Interactive map:** This allowed respondents to add comments which were linked to geographical locations. A total of four responses were received from two respondents.

Information was made available on the website including frequently asked questions covering:

- What is the Kimberley 2050 Cycling Strategy?
- Who is developing the strategy?
- Why is the strategy needed?
- Are similar strategies being developed in other regions?
- Where to find more information on the project.

The website also featured a map showing long-term cycling strategies under development in WA, and an information sheet on the WA Cycling Network Hierarchy, which will be used to classify the network.

Hardcopies of project information and surveys were available, with 33 hardcopy surveys received (note: the hardcopy surveys included select questions, forming a shortened version of the online survey for ease of completion).

3. **Community engagement forum:** Held online on 17 July 2024 to present on work progressed to date. This included presentation of the refined themes and opportunities for bike riding in the region and on network mapping (the proposed LTCN) for feedback. Four participants dialled into the session.

A.2 Community comment summary

The survey featured a series of questions used to develop a profile of how and why people ride bikes in the region and when on holiday, as well as identify what might help them ride more often.

A total of 126 people responded to the survey (93 online and 33 hardcopy).

The hardcopy surveys included select questions, forming a shortened version of the online survey for ease of completion. Section A.2.1 includes

- a summary of responses to questions included on both online and hardcopy surveys
- a summary of response to questions which only featured on the online survey.

Section A.2.2 includes key points raised by all consultation undertaken with stakeholders and attendees at the various community drop-in sessions.

A.2.1 Key survey insights

- **Over half of survey respondents identify as female** (54 per cent). The remainder identify as male (44 per cent) or opted not to say (two per cent).
- People between **36-45 years old** made up the largest cohort of survey responses (31 per cent).
- **The majority of survey respondents live within the Kimberley region** (85 per cent). Other responses were received from people working but not living in the region, as well as visitors/ tourists.
- **Almost 80 per cent of survey respondents ride frequently** while others are brand new to riding or have recently started riding again in the past 12 months.
- **Most people ride by themselves.** People also regularly ride with a partner/spouse or in a group with friends/family (including children).

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- The most popular reason for riding is for **leisure, recreation or to get outdoors**. Other popular reasons included riding for **sport, health or fitness**, followed by **commuting to/from work** as well as to **visit friends or family**.
- Most people are happy to ride in most circumstances, however many also said they would **ride more if they felt more comfortable**.
- People are **comfortable** riding on a variety of different types of bike riding facilities, including **off-road shared and cycle-only paths, and on-road protected bike lanes**.
- People were most **uncomfortable riding on the road in a shared space with cars and on-road painted bike lanes**.
- Many people cited **feeling unsafe riding a bike** as the main reason for not riding more often.
- A large range of issues are experienced by people riding around the region's towns. This includes **broken glass/rubbish or prickles (such as doublegees)** on the road or path. Other frequently encountered issues include **damaged, missing or uneven paths** as well as **disconnected paths**. Large vehicles such as road trains and trucks are also a safety concern for people riding. Many people also cited **difficult roads/intersections to navigate or cross** as well as **insufficient lighting** while riding.
- The region's **climate** was identified as another deterrent to riding more often.
- Some people also raised **bike theft and cost** (i.e. purchasing a bicycle and ongoing maintenance) as a barrier to riding.
- **Better paths, facilities and on-road safety features to provide for all ages and abilities** is ranked the highest when asked what might help people ride a bike more. **More bike parking/storage** at destinations was also highly ranked, followed by **dedicated riding to school routes**.
- People were asked where they would like to ride to **between townships and locations across the region and within townships** that they feel they cannot ride to currently. Key routes and places to be incorporated as part of the LTCN.

A.2.2 Feedback - Shire of Broome region

#	Feedback source	Key points raised
1	DoT Broome – Regional Services Operations Manager	<ul style="list-style-type: none"> Identified some key destinations/historical highlights in Broome including Kennedy Hill, Catalina WWII flying boars, Town Beach memorial and noted that a lot of kids ride around Cable Beach No observed long-distance bike riding between Broome and Derby, noting distance, heat and wind as a challenge Gibb River Challenge raised as a popular bike riding event People observed riding/sports cycling around the Port and Entrance Point Path out to Roebuck could be improved New eScooter scheme resulting in clutter on the street, not managed or policed properly Low helmet wearing compliance, minimal policing as attention is on other priorities.
2	Broome Cycles	<ul style="list-style-type: none"> Supports improvements/more safe bike riding routes to key places Most bike hires are for recreational riding Would like to see improved riding connectivity to Entrance Point, including along Port Dr.
3	Broome resident	<ul style="list-style-type: none"> Rides to school regularly and doublegees raised as a key issue frequently causing punctures in bike tyres. Recommends Council improve maintenance/introduce community initiative to clear ('bin the bindi').
4	Paspaley Plaza Shopping Centre	<ul style="list-style-type: none"> Safer connections to schools and shops More secure bike parking Cars on beach raised as an issue Caravan park on Broome Hwy – when travelling to town forced to ride on-road with trucks Need more trees and shade, in particular along Gubinge Rd path Improve pathways to school around Roebuck Primary School Safety issues with path configuration on Old Broome Rd (southern end) Connect Gantheaume Pt and connect Entrance Point – Kavite Rd access to be considered Airport divides town, need better paths to connect airport.
5	Broome Boulevard Shopping Centre	<ul style="list-style-type: none"> Rubbish truck driver expressed frustration with riders on the road Expand Conti Foreshore path (Council aspirations to extend to the north) Improve connectivity to Cable Beach and surrounding suburb.

Kimberley 2050 Cycling Strategy

A.2.2 Feedback - Shire of Broome region continued

#	Feedback source	Key points raised
6	Broome Primary School)	<ul style="list-style-type: none"> Located near the hospital which presents issues in terms of safe student interactions in the public realm <ul style="list-style-type: none"> - 360 students and ~75 per cent attendance rate Students and teachers will generally only ride to school in Term 1 and 4 as the climate is not conducive to riding all year around Survey of parents and students to understand key issues – lack of dedicated cycleways, footpaths and safety across driveways noted New eScooter scheme resulting in scooters being left everywhere and presents a safety hazard The number of students with personal scooters is increasing Bike theft noted as an issue including during the day and by older kids Traffic management issues raised - no parking on site, kiss-and-go located on Robinson St, parking demand generated from hospital trips The school's back gate is used the most for access, the gate isn't staffed <ul style="list-style-type: none"> - ~45 per cent of families attending the school are from low socio-economic backgrounds, so bike locks aren't a priority School catchment/intake area is around Frederick St, Port Dr and the cemetery The school doesn't have a warden to assist students with safe road crossings and the road crossings don't meet warrants.
7	Nyamba Buru Yawuru	<ul style="list-style-type: none"> Suggested ambitious longer routes to community such as to Bidyadanga Provided context on language translation services offered by Nyamba Buru Yawuru.
8	Notre Dame student group	<ul style="list-style-type: none"> Student accommodation provides/encourages the use of bicycles as transport around town Group leader responsible for teaching new riders biking skills.
9	BRAC	<ul style="list-style-type: none"> Key destinations to connect: Gantheaume Pt, Simpsons Beach, Coconut Well and up the peninsula, roadhouse Gap in path network at the southern end of Port Dr – improve rideability along Port Dr, lots of trucks Safety issues with path configuration on Old Broome Rd (southern end).
10	Short St Cafe	<ul style="list-style-type: none"> Share the path signage for people walking, especially elderly people, around Chinatown Provide safe crossing over Gubinge Rd.

A.2.2 Feedback - Shire of Broome region continued

#	Feedback source	Key points raised
11	Broome Courthouse Markets	<ul style="list-style-type: none"> • Connect Broome Hwy to the Caravan Park (is about 15 km out of town) • Connect to the golf course • Port Dr (round also to Gantheaume Point) would be great • Beagle Bay currently underserviced – install a BMX track - need to do a 'pre-season and then a post season road grade • Cluster of outstations may need some connecting - Middle lagoon Rd, to Smith's • Need bike lockers for eBikes in town • Need to improve connections to the high school • Want scooters separated • Cycle accessibility is important for tourists - if the paths aren't there then they won't take the bikes out • Walcott St - should be the secondary route straight out of the caravan park • Broken glass is a major factor, and wants more water stops • Part of the rural nurses - all training for the Gibb Rd race • Older gent (from Netherlands) - wants no helmets - says there needs more driver education • Local worker - GPS systems only gives one main route • Paths needed to Cable Beach Caravan park • Maintenance and lighting is important and need wayfinding improvement • Safety issues with path configuration on Old Broome Rd (southern end) • Need more safe crossings over Gubinge Rd • Connect Minyirr Park and provide better shared use trails • Rider from a sporting club, often rides with kids – loop around Gubinge Rd, Port Dr and Old Broome Rd – safety concerns about trucks • Road cycling to Coconut Wells and the roadhouse.
12	Broome Senior High School	<ul style="list-style-type: none"> • Need initiatives which teach students riding skills and promote riding • Decent mode share for students riding to school • Secure bike storage provided • Need for safer crossing over Gubinge Rd (from Cable Beach Rd West/ northern residential catchment) and Port Dr (from southern residential catchment) for students riding to school • Unsafe path/shoulder along Old Broome Rd to the south.

Kimberley 2050 Cycling Strategy

A.2.3 Feedback - Shire of Derby-West Kimberley region

#	Feedback source	Key points raised
1	Derby Senior High School	<ul style="list-style-type: none"> A few kids currently ride (~5 per cent) others walk and get the school bus or drive Shire paths aren't great, concerns include lack of safe routes to school however can be resolved with simple infrastructure fixes Derby Jetty is a key attraction but area lacks longer term vision Use of mobility scooters on the road frequently observed Bike parking available – one secure and one open Poor/no paths on Marmion St and Loch St which connect to the jetty walk There is a path to the rec centre but not great - other key areas include youth centre which has a skate park, basketball court on Ashley St Road rules not adhered to, very low/no use of helmets Glass and prickles as an issue causing punctures Fitzroy St will have a new development.
2	Mowanjum Aboriginal Art and Culture Centre	<ul style="list-style-type: none"> None/few people currently cycling to the venue Supports improved access by bike and connectivity to town
3	Main Roads	<ul style="list-style-type: none"> Based in Derby but does all the operation works in the Kimberley region Installing 2m wide shoulders as part of a road safety campaign throughout region Audio-tactile markings installed throughout region Need more Cyclist Awareness signage installed in some areas Kununurra - Considering plans for a highway underpass on approach to Kununurra townsite; highway improvement plans for Ivanhoe Rd communities; path network either side of highway needs improvement Broome – safer access around roundabouts; future plan to install cycleways on Gubinge Road; trucks & heavy vehicles pose a risk for cyclists; need more safe crossing points for pedestrians; Derby – need to seal shoulders out to Prison and also to Mowanjum by 2026-7; dogs chasing people is a problem; better lighting of paths needed; mobile asphalt batching plant increases costs of delivery Fitzroy Crossing – good cycleway as a result of Fitzroy River Bridge reconstruction; need for good pathways from communities into town Halls Creek – many gaps in path network from town out to communities Wyndham – salt attacking bitumen is a maintenance issue

A.2.4 Feedback - Shire of Wyndham-East Kimberley region

#	Feedback source	Key points raised
1	Kununurra Weekend Markets	<ul style="list-style-type: none"> • Improve connections to parks and around town, people like links around the lake • Prickles and rubbish on the sides of the road/path is an issue • Extend/provide safe pathways across the highway into Lakeside • Less group riding observed now • Challenges with road cycling on Weaber Plain Rd due to bad edges, would be a good training route if fixed (suggested loop using Ivanhoe Rd and Mills Rd) • Path gaps around Speargrass Rd • Provide a safe route to Lake Argyle – tourism opportunity, can encourage people to stay overnight • Generally good paths in Lakeside however in some locations it switches sides forcing people to cross the road • Need safe crossings over Victoria Hwy • Poor pathway on northern edge of the lake and good pathways within Celebrity Tree Park • Safety issue around bridge in Lakeside • Need more lighting • Concerns around perceptions of safety and personal security when riding at night • Path improvements/complete gaps on Weaber Plain Rd and into commercial in the industrial area • Path gaps on Coolibah Rd • Café on Ivanhoe Rd as an idea for a popular place to connect • Disconnection on west side of the highway (riding prohibited over bridge) – severs this part of the community • Lake Kununurra Trail is a good loop, goes to swim beach • Lots of unofficial mountain biking trails (Lake Argyle, back of Lakeside) • Stray dogs as a deterrent from riding • Vandalism of bike parking common, need more secure bike parking at shops, etc.
2	Hoochery Distillery	<ul style="list-style-type: none"> • No riders currently – would support improved access by bike and connectivity to town.
3	Waringarri Arts	<ul style="list-style-type: none"> • Supports improved access by bike and connectivity to town.

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A.2.4 Feedback - Shire of Wyndham-East Kimberley region continued

#	Feedback source	Key points raised
4	Shire of Wyndham East Kimberley	<ul style="list-style-type: none"> • Suggest north-south local route through Lakeside via footbridge, Bossea St and Nicholson Park • Anti-social behaviour noted as an issue along Flametree St • Ivanhoe Café is a popular destination, there is merit in linking it noting a local route • would require active transport bridge • Consider links with foreshore planning and coastal routes • Casuarina Way foreshore planning discussed, existing path along Casuarina Way changes sides • Valley roads for long distance / road cycling training loops • Consider exploring Durack Folly Road (maintenance track for power lines) with Horizon • Issues and considerations for Wyndham – exposure to the elements leaving large sections of the trail damaged, under water, corroded and affected by the salt marsh
5	East Kimberley College	<ul style="list-style-type: none"> • Broken glass and debris on paths/roads is a big issue • Put footpath all the way around both sides of the highway • Safer crossings of Weaber Plain Rd and the highway needed • Designated scooting pathways around town needed for kids • Discussed ideas for a bike-a-thon • Ideas for bike repair station locations: leisure centre, lakeside park, Coles • Pre-primary bike ride lapathon is organised once a year • The reserve bike pathway is stopped at the bend, would like that to be extended (Speargrass community) • Make a bike track through the back tracks to reserve (Speargrass community) • Add more ramps to the skate park • Make a bike track in Lakeside that has mini jumps so we don't have to do it with mud • Connect residential catchment up Weaber Plain Rd.

A.2.4 Feedback - Shire of Wyndham-East Kimberley region continued

#	Feedback source	Key points raised
6	Visitors to region	<ul style="list-style-type: none"> No dedicated crossing on Victoria Hwy (at Messmate Wy) along key desire line Broken glass and debris on Victoria Hwy is a regular obstacle Kununurra is generally rideable, some great sights however could do with additional wayfinding to key places.
7	Sandalwood Shop	<ul style="list-style-type: none"> Previously attracted sports cycling groups when café was open.
8	Coles Kununurra	<ul style="list-style-type: none"> Key destinations to connect: Lilly Creek, routes to parks/green space, Mirima Community, Swim Beach, Ivanhoe Crossing Staff working on ship docked at Wyndham Port – suggestion to provide walking track to Wyndham Lookout, improvements to Port Trail Need a flatter path to port, hill too hard Education on 'share the road' campaigns and more signage to highlight cyclists Separate pedestrians and cyclists Reflective barriers needed to improve visibility Paths needed between shops and schools Issue with using a double pram – disjointed paths which abruptly end, need wider paths when installing new infrastructure Vehicle speeds an issue Need more secure bike parking e.g. at Coles Tourists lament there is no eBike rental Weaber Plains Rd heavy traffic, suggest provision of bike lanes Rubbish and broken glass on road needs to be improved, prickles as a recurring issue raised Good trail markings, need more wayfinding Need for safer crossing of Victoria Hwy.

Kimberley 2050 Cycling Strategy

A.2.4 Feedback - Shire of Wyndham-East Kimberley region continued

#	Feedback source	Key points raised
9	Ord River Sports Club	<ul style="list-style-type: none"> • Lots of broken glass on paths and roads • Difficult to find replacement parts and maintenance services for bikes/ eScooters • Lakeside as a key suburb to improve connectivity, provide safe crossing over the highway, issues with Lakeside Bridge • Weaber Plains Rd and Hidden Valley Rd – potholes, prevent from riding • Path on Victoria Hwy OK but no safe crossing points • No path on Ivanhoe Rd • Connect Kelly's Knob • Poor path quality making it more attractive to ride on-road, however trucks on road as a barrier to riding more.
10	Bike-packers	<ul style="list-style-type: none"> • Predominantly riding on-road utilising sealed shoulders – raised the need for generous shoulder widths to maintain a safe distance from cars, trucks and caravans • Commented that drivers have generally been courteous • Highlighted the importance of being able to easily find information on mid-trip rest stops, overnight resting points, access to drinking water, food and other supplies.

A.2.5 Feedback - Shire of Halls Creek region

#	Feedback source	Key points raised
1	Halls Creek District High School	<ul style="list-style-type: none"> • Not a lot of students cycling to school but a lot of walking and catching the bus • 4-5 bikes parked in the shed on the day of the visit • Bike theft raised as an issue • School catchment reaches five communities in town • The school doesn't deliver bike education • Discussed the pump track project – was a success at the start with support from some communities but eventually fizzled out • Safety risks posed by road trains and caravans on the highway • Some use of eScooters around town • No stores to purchase/maintain a bike, most in the town would have come from Broome or Kununurra • No dedicated bike parking at the school currently as it undergoes refurbishment.
2	Sport and Recreation Centre	<ul style="list-style-type: none"> • Rec centre is used by cadets and football and netball sporting groups with programs targeted to support Indigenous kids • Low income as a barrier to buying and maintaining a bike • Cracked paths, glass, gravel and prickles on the paths and roads are barriers to riding • Discussed the pump track project – emphasis needed on the importance of looking after stuff and community ownership otherwise things get wrecked.
3	Shire of Halls Creek	<ul style="list-style-type: none"> • Need to consider Halls Creek through a different lens than other regional towns – very small rate payer base • Lack of resources within Shire to apply for grants and deliver projects • Important to consider codelivery with Main Roads or other agents • More scooters used in the region as are more robust than bikes • Need for paths out to the cemetery and that Wellman Road needs lighting as is main connector to communities.

Kimberley 2050 Cycling Strategy

Consultation has helped to expand opportunities identified within the strategy. This includes expanding the opportunity 'Provide safe, connected infrastructure for people on bikes, including bike parking and clear wayfinding' to include consideration for mid-trip facilities such as shade, seating and access to water. These supporting route amenities are critical to community safety, health and wellbeing considering the Kimberley's climate.

Survey respondents raised that connectivity of the existing network is a key issue, as well as network maintenance in some locations. This includes rubbish, glass and prickles on roads and pathways, along with damaged and degraded pathways.

Personal safety and security concerns were also noted as a barrier to riding for some, with a desire for improved lighting raised in many consultation sessions across the region.

This feedback will help to shape the infrastructure, social infrastructure and capacity building actions developed in the strategy's dedicated action plan with a goal of enabling and encouraging more people to ride bikes in the Kimberley.

A.3 Literature review

General

- *National Walking and Cycling Participation Survey 2023: Western Australia (CWANZ)*
- *Western Australia Bicycle Network Plan: 2017 Update*
- *Western Australian Climate Policy (2020)*
- *State Infrastructure Strategy: Foundation for a Stronger Tomorrow (2022)*
- *Driving Change Road Safety Strategy for WA 2020-2030*
- *Kimberley Regional Group Youth Strategy (2016)*
- *Kimberley Development Commission Strategic Plan 2019 – 2021*
- *2036 and Beyond: A Regional Investment Blueprint for the Kimberley (2015)*
- *Regional Planning and Infrastructure Framework (2015)*

Broome

- *Strategic Community Plan 2023 – 2033*
- *Corporate Business Plan 2023 – 2027*
- *Local Planning Scheme No. 7 and Local Planning Strategy (2023)*
- *Disability Access and Inclusion Plan 2023 -2028*
- *Broome Recreation Trails, Masterplan and Draft Marketing Plan (2016)*
- *Broome Youth Precinct, Master Plan Report (2017)*
- *Broome Chinatown Masterplan Report (2018)*
- *Cable Beach Foreshore Master Plan (2017)*
- *Old Broome Development Strategy and Concept Plan for Town Beach and Conti Foreshore (2014) – Part 1 and Part 2*
- *Broome North District Development Plan (2010)*
- *Broome Local Commercial Strategy (2017)*
- *Broome Growth Plan*
- *Invest in Broome*
- *Broome Resilience and Recovery Plan (2022)*

- *Public Art Master Plan for Broome Town Site (2025)*
- *Sport and Recreation Plan 2021 – 2031*
- *State of the Environment report (2015)*
- *Town Beach Management Plan 2021 – 2025*

Derby-West Kimberley

- *Strategic Community Plan (2021 – 2031)*
- *Report on Community Engagements - Strategic Community Plan*
- *Corporate Business Plan (2019 - 2023)*
- *Local Planning Strategy (2016)*
- *Sport and Recreation Strategy - Derby and Fitzroy Crossing*
- *Disability Access and Inclusion Plan (2022 -2027)*
- *Local Bike Plan for Derby and Fitzroy Crossing (2012)*

Halls Creek

- *Strategic Community Plan (2015 - 2025)*
- *Corporate Business Plan (2022 – 2026)*
- *Local Planning Strategy (2016)*
- *Halls Creek Masterplan (2020)*
- *Shire of Halls Creek Youth Strategy (2016 - 2020)*
- *Draft Disability Access and Inclusion Plan (2022 - 2027)*
- *Draft Disability Access and Inclusion Plan Implementation Plan (2022 - 2027)*
- *Shire of Halls Creek Tourism Plan (2011 –2015)*

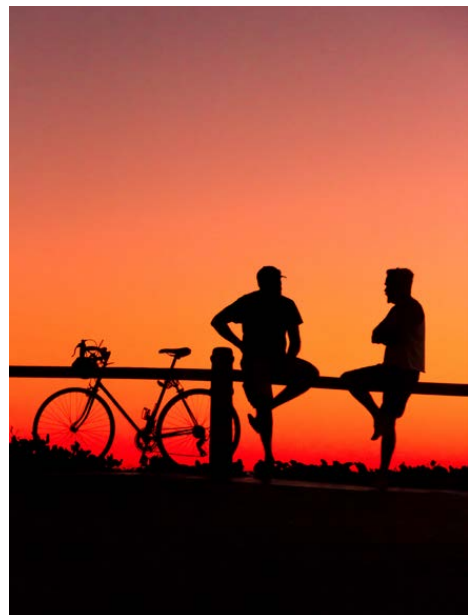
Wyndham-East Kimberley

- *Strategic Community Plan (2023 – 2033)*
- *Corporate Business Plan (2022 – 2025)*
- *Local Planning Strategy (2019)*
- *Trails Master Plan (2017)*
- *Disability Access and Inclusion Plan (2021 -2026)*
- *East Kimberley Tourism Plan (2021 -2025)*
- *Playground Strategy (2022 – 2027)*

Endnotes

- 1 Evaluating Active Transport Benefits and Costs. Available at vtpi.org
- 2 Cycling RACWA. Available at rac.com.au
- 3 The climate change mitigation effects of daily active travel in cities. Available at sciencedirect.com
- 4 Rural and remote Australians Overview. Available at aihw.gov.au
- 5 Regional and rural health is suffering. Available at jcu.edu.au
- 6 Evaluating Active Transport Benefits and Costs. Available at vtpi.org
- 7 The (very good) economic case for riding a bike in 2023. Available at bicyclenetwork.com.au
- 8 Longitudinal associations of active commuting with wellbeing and sickness absence. Available at sciencedirect.com
- 9 The relationship between transport and disadvantage in Australia. Available at aifs.gov.au
- 10 Transport Disadvantage, Car Dependence and Urban Form. Available at link.springer.com
- 11 The Australian Cycling and e-Scooter Economy in 2022. Available at weride.org.au
- 12 The climate change mitigation effects of daily active travel in cities. Available at sciencedirect.com
- 13 The climate change mitigation effects of daily active travel in cities. Available at sciencedirect.com
- 14 ABS Census Data (2021). Available at www.abs.gov.au
- 15 Kimberley Development Commission. Available at kdc.wa.gov.au/
- 16 WA Active Transport Infrastructure Policy. Available at transport.wa.gov.au/activetransport/planning-and-design-guidance.asp
- 17 The relationship between transport and disadvantage in Australia – Policy and practice paper. Available at aifs.gov.au/resources/policy-and-practice-papers/relationship-between-transport-and-disadvantage-australia
- 18 WA Country Health Service. Available at wacountry.health.wa.gov.au
- 19 Main Roads Bidyadanga project page. Available at mainroads.wa.gov.au/projects-initiatives/all-projects/regional/bidyadanga
- 20 JINA Western Australian Aboriginal Tourism Action Plan 2021-2025. Available at wa.gov.au/government/publications/jina-wa-aboriginal-tourism-action-plan-2021-2025
- 21 All Ages and Abilities Contextual Guidance. Available at transport.wa.gov.au/activetransport/planning-and-design-guidance.asp
- 22 WA Primary Health Alliance, Kimberley Needs Assessment 2022-2024. Available at wapha.org.au/service-providers/health-planning/needs-assessment/
- 23 Kimberley Community and Crime Forums, February 2022. Available at neilthomsonmlc.com.au/reports/
- 24 Making space, and designing public spaces, for girls - Nature Play WA
- 25 Beam Australia. Available at www.ridebeam.com/au
- 26 Shire of Broome – State of Environment Report 2015. Available at broome.wa.gov.au
- 27 The Kimberley Region Overnight Visitor Factsheet 2023. Available at tourism.wa.gov.au
- 28 2023 Australian Cycling and E-scooter Economy Report. Available at weride.org.au
- 29 <https://www.planning.nsw.gov.au/sites/default/files/2023-10/connecting-with-country.pdf>

102 Department of Transport





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9.3 PROSPERITY

9.3.1 TOURISM ADMINISTRATION POLICY APPLICATION FOR FUNDING - CRUISE BROOME 2025/26

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EC105
AUTHOR:	Economic Development Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report presents an overview and recommendations for funding Cruise Broome through the Tourism Administration Policy.

BACKGROUND

Previous Considerations

OMC 29 April 2021	9.3.2
OMC16 December 2021	9.2.1
OMC 30 March 2023	9.3.2
OMC 24 April 2024	9.3.3
OMC 30 May 2024	9.3.1
OMC 12 December 2024	9.3.3

The Shire of Broome established the Tourism Administration Policy (**TAP**) to maximise the benefits derived from tourism while promoting coordinated efforts, infrastructure-sharing opportunities, and integration with other business sectors. The aim is to optimise economic and social benefits while minimising adverse impacts on the community and other industries.

Funding is available under the TAP for organisations that deliver services in key focus areas. Funding is allocated through an application process, where eligible organisations can submit requests for financial support to deliver services aligned with the key areas outlined in the TAP. Differential rating is applied to Commercial and Tourism rated properties in Broome to raise funds for the financial support offered under the TAP.

Key Focus Areas:

- Visitor Information Services
 - Council will work collaboratively with the Broome Visitors Centre (**BVC**) for the provision of visitor servicing and determining of high-level tourism priorities for the Shire of Broome.
- Destination Marketing
 - Council will work collaboratively with Australia's North West (**ANW**) for the promotion of the Broome local government area as a visitor destination to external markets and determining of associated high-level tourism priorities for the Shire of Broome.

- Cruise Ship Services
 - Council will work collaboratively with relevant stakeholders to respond to the opportunities offered by cruise shipping, including servicing the visitation of passengers and working to attract more cruise ships annually.
- Other Tourism Initiatives
 - Council will work collaboratively with organisations for the promotion and development of the Broome Shire as a visitor destination on initiatives that meet the high-level tourism priorities for the Shire of Broome. Applications for this stream are considered on an ad hoc basis where the proposed project is considered to be exceptional, opportunistic or otherwise ineligible for other Shire funding programs. Allocations can be considered at the discretion of the Chief Executive Officer.

There is no pre-determined funding allocation for any specific entity under the TAP. Funding allocations are at the discretion of the Council and inform future year's budget considerations. This strategic approach ensures that Council's support for tourism is transparent, equitable, and aligned with the long-term interests of the Broome community.

The policy provides the following guidance on consideration of applications:

Application and Reporting

1. An organisation applying for Visitor Information Services, Destination Marketing or Cruise Ship Services funding through this policy may submit the following as per the timeline below:
 - a) A formal request for funding in the Shire's nominated format prior to the commencement of the funding period, to allow time for consideration.
 - b) A preliminary report outlining activities and achievements if funding has previously been allocated to the applicant.
 - c) Their strategic / business plan in its nominated format to allow Council consideration of the strategic direction of the organisation.
 - d) A copy of the organisation's year end audited financial statements for the preceding year that provide assurance that the organisation is viable; and
 - e) A summary of activities/projects of expenditure proposed to be funded by the Shire including the proposed key performance indicators aligned to the high-level priorities set by the Shire for the funding period.
2. The following timeline will determine the application and consideration process:

Date	Item
30 September	Acquittals for Preceding Financial Year Due
1 November	Applications Due for next FY
November	Council Workshop
December	OMC – Council Consideration of Requests

Officers prepared three separate agenda items to allow for Council's consideration of the three focus areas independently of each other. This agenda item relates to cruise ship services and Cruise Broome, specifically the application submitted by Cruise Broome. The other two agenda items were considered and approved at the OMC held December 12, 2024. The agenda item for Cruise Broome was withdrawn from consideration to allow additional time for further review.

An agreement with Cruise Broome is currently in place for the 2024/25 financial year. The following Council resolution was made at the OMC held 30 May 2024:

COUNCIL RESOLUTION:**(REPORT RECOMMENDATION)****Minute No. C/0524/001****Moved: Cr D Male****Seconded: Cr M Virgo****That Council:**

1. **Consider for inclusion in the Municipal Budget for 2024/2025 an allocation of \$36,918 (ex GST) to Cruise Broome Inc. and enters into a funding agreement with the following conditions:**
 - (a) **Payments shall be linked to provision of cruise ship visitation services for the arrival of a certain size of cruise ship vessel and the delivery of cruise ship services on the date of vessel arrival and/or departure;**
 - (b) **Where visitation services are not provided for a specified vessel, no funding shall be provided;**
 - (c) **Funding will not be provided for management and operational costs of Cruise Broome for such items as insurance and industry membership; and**
 - (d) **Operational updates are provided to the Shire of Broome every six months (or as requested by officers)**
 - (e) **A Traffic Management Plan must be submitted to and approved by the Shire of Broome prior to commencement of any use of any public road or parking space for delivery if any services**
 - (f) **Shire of Broome support should be acknowledged on Cruise Broome's web site, Facebook Page and any other social media platforms, as well as any physical forms such as logos on portable shade structures, printed maps and brochures, with all acknowledgement to be recorded and reported during acquittal of the grant funding**
 - (g) **Any other conditions applicable to meet the funding criteria in the Tourism Administration Policy guidelines.**
2. **Reserves the right to withdraw or increase funding should the need to respond to economic impacts or disruptions.**
3. **Requests the Chief Executive Officer reports back to Council with recommendations about future funding arrangements for support of the Cruise Ship industry in Broome, including consideration of funding from the Kimberley Ports Authority, cruise ship operators and other key stakeholders, as well as opportunities to streamline funding to ensure that the burden of acquittal of grant funding is transparent, accountable and simple, prior to the next round of Tourism Administration Program funding applications, which is currently scheduled for October 2024.**

For: Shire President C Mitchell, Cr D Male, Cr J Lewis, Cr P Matsumoto, Cr M Virgo, Cr P Taylor, Cr S Cooper.

CARRIED UNANIMOUSLY 7/0

As requested in point 3 of the May Council resolution, officers engaged in meetings with the Kimberley Ports Authority (**KPA**) and Tourism WA (**TWA**) to explore potential funding collaboration. However, upon learning that Cruise Broome was independently seeking support from these organisations, officers requested Cruise Broome provide formal letters of support from industry as part of the application process.

COMMENT

The Shire received an application from Cruise Broome for funding commencing in the 2025/26 financial year. This application was invited directly.

Cruise Broome

Cruise Broome is an industry body dedicated to the strategic planning and development of the local cruise ship industry. Its role focuses on fostering growth and ensuring the smooth operation of cruise-related activities in Broome, enhancing the overall visitor experience and benefiting local businesses. Cruise Broome's application is provided in **Attachment 1**.

Cruise Broome is a not-for-profit organisation managed by a Board of Directors, which includes local industry representatives. The organisation is currently undergoing constitutional changes, aiming to enhance its governance structure.

In 2018/19, Cruise Broome received \$27,000, which increased to \$44,000 in 2019/20. There was no funding allocated for the next two years due to the effects of Covid-19 on travel.

In 2022/23, funding resumed with \$40,000, with the agreement that Cruise Broome would hire a coordinator to deliver the meet-and-greet service. No allocation for funding was made for 2023/24 due to no application being submitted by the application deadline.

For 2024/25, Cruise Broome is set to receive \$36,918. Under the 2024/25 agreement, Cruise Broome is funded to coordinate the setup of tents and visitor servicing on Napier Terrace during large and medium cruise ship arrival days. This service provides cruise passengers with access to essential information, amenities, and a welcoming environment as they arrive in Broome. The 2024/25 agreement is linked to clear Key Performance Indicators (**KPIs**) with the funding being specifically for the delivery of meet and greet services at Napier terrace, delivered by Cruise Broome's selected third party contractor. This 'pay per vessel size and service' model is also used in other local governments.

Cruise Broome is not required to submit an acquittal as part of the current application process as the most recent period they needed to acquit was finalised at the 30 May 2024 OMC. To date, they have only received partial payment for this funding.

Historically, Cruise Broome has not provided audited statements due to the cost of an audit being prohibitive. They are also not required to be audited under the Australian Charities and Not-for-profits Commission Act 2012. A 2023 profit and loss statement was provided during the assessment process prior to the 30 May 2024 Council meeting.

In February 2025 a preliminary report outlining activities and achievements for the period July 2024 to December 2024 was provided. Officers consider that, based on their review, Cruise Broome is meeting its obligations for funding for the 2024/25 financial year period. This includes compliance with funding conditions and acknowledgement for the support it has received.

Cruising Situation

The Shire has held the position since 2016 that industry must co-fund the operations of Cruise Broome; however, this has not been realised, and the Shire remains the primary funder. At the 30 May 2024 OMC, Council requested officers investigate alternative funding sources. Since this time Cruise Broome has received confirmation in writing from TWA that they will contribute \$25,000 for the 2025/26 period. Kimberley Marine Supply Base (**KMSB**), have also provided written confirmation that they will contribute \$25,000 in 2025/26. Cruise Broome have confirmed that KPA will not be providing funding in the 2025/26 year.

In their application, Cruise Broome wrote the following about the economic impact to Broome of cruise shipping:

"In 2023/2024 Broome also had the highest amount of visit days which was 198. This collates to 41,389 pax and 5,331 crew. The expenditure through these numbers to Broome was

\$18.57 m by pax, \$0.34 m by crew and \$14.42 m through the Cruise Lines directly into the Broome economy."

The cruise industry has significant potential, particularly with the ongoing developments at KMSB, new port facilities planned and underway, and Broome's designation as a First Port of Entry.

However, for the 2025/26 period, only five large and medium-sized cruise vessels are currently scheduled to visit Broome. In contrast, a substantial increase in the number of smaller expedition vessels (also known as Small Cruise Ships) is expected, with somewhere between 45 - 60 vessels scheduled for the season. Small cruise ships typically carry between 70 and 300 passengers. Much smaller vessels, accommodating between 10 and 36 passengers (known as Micro Cruises), are excluded from the consideration of visitor services. The cruise ship schedule is publicly available on the KPA website.

The small cruise ships typically operate on a turnaround basis, where passengers embark and disembark in Broome, creating an opportunity for extended stays and increased local spending. This model provides the potential for a more immersive experience for passengers and benefits for local businesses, as passengers have more time to explore and engage with the region's offerings. The focus on these smaller, multiday vessels aligns with Broome's growing appeal as a destination for expedition-style cruising, which requires tailored services to support the turnaround process effectively.

As a result of these change to the cruise schedule, Cruise Broome have requested that funding is allocated to provide visitor services to small cruise ships, currently being performed at the Mangrove Hotel. This includes stationing a visitor service representative at the check-in desk to offer information about local services and facilities. Additionally, for certain vessels, a visitor service representative will be on board at the port to assist passengers.

Cruise Broome is seeking a \$50,000 contribution from the Shire towards an estimated budget of \$110,000. This is a reduction from what was included in their original application (\$60,000) submitted in November 2024. The funding will be used to engage a coordinator and or Kimberley Special Events to service the large and medium cruise ships, including the Napier Terrace welcome, and to provide staff for small cruise ship visitor servicing at the Mangrove Hotel. The budget allocates for the employment of a part-time coordinator to oversee business operations and manage marketing efforts and broader stakeholder engagement.

Cruise Broome have submitted an application including a provision for a Memorandum of Understanding (**MOU**) to be signed with the BVC, with cruise visitor servicing auspice through the BVC. Given that BVC is a much larger and more resourced organisation, it is considered that Cruise Broome would benefit from being supported under BVC's management and infrastructure.

While there are no clear cost savings demonstrated with Cruise Broome being auspice through the BVC it is anticipated that the collaboration will lead to improved capacity to service visitors and communication with Broome businesses.

In their application form, Cruise Broome has outlined KPIs to measure the effectiveness of its service, including introducing a survey system with iPads, allowing guests to access an online feedback form on the arrival day. Additionally, Cruise Broome has offered to provide evidence of communication between local organisations to demonstrate engagement and collaboration. Cruise Broome has also committed to deliver two 'Community Cruise Briefings'. Cruise Broome has written in their application that these stakeholder engagement initiatives will benefit Broome in the following ways:

“Collaboration with Local Industries: Cruise Broome works closely with BVC, BCCI, ANW, Shire of Broome, KPA, BIA, other stakeholders and other local businesses/tour operators to align tourism offerings, from retail and dining to tours and events. These partnerships foster a cohesive tourist experience and increase the visibility of local businesses.

Cruise Broome/ BVC will further establish partnerships with local businesses, helping them become more cruise ready. By working with local tour operators, suppliers, artisans, and hospitality providers, they could help to create packages that showcase Broome's unique offerings and encourage spending within the community.”

Since the last agenda item was presented to Council in December 2024, officers have met with Cruise Broome representatives to discuss the recommendations outlined in that item. At the meeting, verbally but not in writing, Cruise Broome put forward the following clarifications as part of their application:

- Cruise Broome intends not to provide audited financial statements, and under the proposed agreement with the Broome Visitor Centre, audits will also not be conducted.
- Cruise Broome will provide the MOU with the BVC only after funding from the Shire of Broome has been secured.
- The funding request will be adjusted from \$60,000 to \$50,000 while maintaining the same service delivery outlined in the application submitted late last year.
- The updated Constitution will include provisions for officer representation (rather than an elected member).

If the request is supported, the funding will be subject to clearly defined and measurable Key Performance Indicators to ensure that outcomes can be effectively assessed and monitored. These KPIs are outlined in the Council recommendation.

If Council does not support Cruise Broome's application, including the introduction of new funded expedition vessel services or the proposed \$50,000 funding amount, a reassessment of the Shire's approach to supporting cruising services will be necessary.

CONSULTATION

A workshop was conducted with the Council on 26 November 2024 to discuss the TAP applications received and funding considerations in detail. The following Councillors were in attendance for the Cruise Broome discussion: Shire President Mitchell, Cr Male, Cr Cooper, Cr Mamid, Cr Smith and Cr Taylor.

On 3 December 2024, a second workshop was held with Cruise Broome presenting directly to Councillors with the following Councillors in attendance Cr Male, Cr Cooper, Cr Taylor and Cr Smith.

An additional workshop was held on 8 April 2024, with the following Councillors in attendance: Shire President Mitchell, Cr Lewis, Cr Male, Cr Smith and Cr Taylor.

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Assessed in accordance with the Tourism Administration Council Policy.

FINANCIAL IMPLICATIONS

The table below outlines funding provided by the Shire to Cruise Broome:

Cruise Broome Financial Allocations by Year	
2018/19	\$27,000
2019/20	\$44,000
2020/21	-
2021/22	-
2022/23	\$40,000
2023/24	-
2024/25	\$36,918
2025/26	\$50,000 (requested)

While each TAP application received is being presented to Council individually, for the purposes of understanding the overall financial implications of TAP applications, all recommended funding amounts are presented below.

The financial implications for the 2025/26 budget for the entire TAP are as follows:

- Broome Visitor Centre (BVC): \$250,000
- Australia's NorthWest (ANW): \$50,000
- Cruise Broome: \$50,000

The total funding required for these three organisations in the 2025/26 financial year would amount to \$350,000. This is \$16,918 more than 2024/25.

RISK

Option	Risk	Type	Rank	Mitigation
Community dissatisfaction with allocations	Perception that Shire process for providing funding is not fair and equitable	Reputational	Medium	Allocations are at the discretion of Council. The proposed funding contribution from the Shire is similar to funding supplied previous years.
Funding recipient dissatisfaction with allocations	Perception that Shire is not maximising the opportunity to support organisations providing social and economic benefits.	Reputational	Medium	\$50,000 is the amount that has been requested by the recipient. If Council chooses to reduce this amount, officers will discuss the implications with Cruise Broome.
Poor return on investment	Services provided do not meet industry and visitor requirements	Financial	Medium	If successful, the applicant to provide regular update reports. Once the agreement is finalised, it will be acquitted. The funding agreement includes clear KPIs.

Funding recipient does not make any changes to business operating model	Ongoing reliance on the Shire to provide funding to maintain service levels	Financial	High	Officers will continue to work with Cruise Broome and industry partners to encourage co-contribution.
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STRATEGIC ASPIRATIONS

Prosperity - Together, we will build a strong, diversified and growing economy with work opportunities for everyone.

Outcome 9 - A strong, diverse and inclusive economy where all can participate

Objective 9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, and other emerging industries. **Objective** 9.1 Increase Broome's domestic and international trade in tourism, agriculture, aquaculture, minerals and energy, culture and the arts, and other emerging industries.

Actions 9.1.3 **Fund** tourism operations such as Broome Visitors Centre, Australia's North West and Cruise Broome in line with the Tourism Administration Policy.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council consider for inclusion in the Municipal Budget for 2025/2026 an allocation of \$50,000 (ex GST) to Cruise Broome; subject to the following conditions:

1. Cruise Broome commits to providing audited financial statements for the period ending 2025/26;
2. Cruise Broome enters into a funding agreement incorporating the following conditions/Key Performance Indicators:
 - a. Provision of the results from the survey system, including feedback results from visitors on the arrival day.
 - b. Evidence of engagement and collaboration with local organisations and stakeholders (such as the Broome Chamber of Commerce and Industry).
 - c. Evidence of communication with the business community on upcoming cruise visits to ensure key stakeholders are aware of and prepared for visits.
 - d. Reporting on servicing activities for all small, medium and large cruise ships, including the dates, location of servicing, name of the vessel and estimated passenger numbers.
 - e. Reporting on the key tasks performed by the part-time coordinator, and/or providing their job description.
 - f. Examples of local activities on Cruise Ship marketing material.



Tourism Administration Policy Funding Program Application form

ABN 94 526 654 007

27 Weld Street
PO Box 44, Broome
Western Australia 6725
(08) 9191 3456
shire@broome.wa.gov.au
broome.wa.gov.au

Organisation:

Contact person:

Position:

Postal Address:

Phone:

Mobile:

Email:

Is your organisation registered for GST: Yes ☐ No ☒

Is your organisation a not-for-profit or charity organisation: Yes ☒ No ☐

Please tick the box below which best describes your initiative:

Visitor Servicing ☐ Destination Marketing ☐

Cruise Ship Servicing ☒ Other Tourism Initiative ☐

The following section can be completed on this form or in a separate submission attached.

Preliminary Report:

A preliminary report against KPI achievements set for the previous financial year:

Priority	Measurable Outcome

Funding being requested:

Please complete the following table: **PLEASE SEE BUDGET ATTACHED**

Organisation	Amount	Status
Shire of Broome	\$ 60,000	In Progress
Other Applications	\$ 50,000	In Progress
Total	\$ 110,000	

Proposed use of funding:

Please see attached

Please outline how will the initiative will benefit Broome:

Please see attached

Proposed deliverables

Please list the key performance indications of the funding period and how these will be evaluated at the completion of this period. It is important to ensure that outcomes are measurable to assist with the assessment of the success.

KPI	Measurable Outcome
Please see attached	

Required Information:

Please provide the following information with your application:

- The organisations strategic / business plan to allow Council consideration of the strategic direction of the organisation.
- A copy of the organisation's year end audited financial statements for the preceding year and provide assurance that the organisation is viable;
- An outline Identifying the activities/projects of expenditure proposed to be funded by the Shire.

Declaration:

This declaration is made by the applicant:

- I declare that I am currently authorised to sign legal documents on behalf of the organisation
- I declare that all information provided in this application, including attachments, are true and correct
- I declare that the organisation is financially viable and are able to meet all accountability requirements
- If funding is provided, I am aware of the requirements of the Tourism Administration Policy that will apply.

- If funding is provided, I agree to ensure that appropriate insurances are in place (eg worker's compensation, volunteers, professional indemnity, public liability, motor vehicle etc).
- If funding is provided, I agree to run the project as stated and provide:
 - a final acquittal report within the acquittal term specified in the funding agreement; and
 - a statement of income and expenditure for the project (signed by the authorised signatory);
 - to the Shire of Broome by the agreed date, to demonstrate how the funds were - expended.

Name:

Position:

Signature:



Date:

Please submit your completed application to:

Shire of Broome

Broome WA 6725

Phone: (08) 9191 3456

Fax: (08) 9191 3455

Email: shire@broome.wa.gov.au

CruiseBroome Funding Application 2025/2026

Proposed use of funding

Cruise Broome is an industry body in Broome, Western Australia, dedicated to the strategic planning and development of the local cruise ship industry. Collaborating with Tourism WA and local stakeholders it focuses on key business areas within the cruise shipping strategy of WA to increase visitation to Broome. Cruise Broome provides leadership and support to the tourism industry and the wider community, aiming to ensure sustainable and prosperous growth of Broome's cruise sector

Funded by the Shire of Broome and Tourism WA (with other potential funding sources being followed up and confirmed), it collaborates with various stakeholders—including the Broome Visitor Centre, Broome Chamber of Commerce & Industry, Kimberley Ports Authority, Broome International Airport, Shire of Broome, Australia's Northwest, local businesses etc —to enhance cruise tourism and economic growth in the region

By continuing to foster partnerships with tourism bodies, cruise lines, stake holders, and local businesses, Cruise Broome working in partnership with the Broome Visitor Centre always aims to increase cruise ship visits and ensure that passengers have a memorable experience in Broome. This sometimes involves addressing logistical challenges, such as the town's significant tidal fluctuations, and promoting Broome's attractions, including its rich pearling history and natural beauty in partnership with the Broome Visitor Centre, Kimberley Ports Authority and other stakeholders when required.

Additionally, Cruise Broome provides information and support to the local community and businesses, helping them capitalize on the economic benefits of cruise tourism.

Cruise Broome hires a coordinator to manage the Meet & Greet for all large ships and some medium ones. The coordinator's responsibilities are to provide all meet and greet services to passengers at the Napier Terrace drop off point in Broome on cruise ship arrival days. The coordinator charges are \$3,300 per day for large cruise ships and \$2,800 per day for the others. On Cruise Ship days the coordinators roll is to set up, staff and ensure that water etc is available at all times, coordinate the buses when passengers are arriving and returning to the ship and any other duties required to ensure that the day runs smoothly.

The other components that require funding that are separate to the role above is to manage the communications, finance, governance, marketing, administration and information exchange between the cruise industry, agents, stakeholders, funding bodies, retailers/local businesses and tour operators. This full Coordinators role was first funded in 2014 and was still funded Pre-covid through the Shire of Broome. The coordinator's role since then has been split into components. One being the meet & greet and on the day coordination which has been funded by various sources and the others have largely been done by the Chairman and Broome Visitor Centre at no cost to ensure that the high standard of service delivery is continued, and economic benefits are not lost.

Moving forward the Cruise Broome board is working on a MOU with the Broome Visitor Centre to look at auspicings the funding through the BVC who will take on the role of admin etc, working with the contracted Meet & Greet Coordinator to ensure that the growth of the Cruise Industry continues.

This partnership has previously been in place and moving forward this will assist in supporting any community conflict of what the role of Cruise Broome, the board, stakeholders etc do to ensure this ever-growing industry is supported and we continue to support the economic benefits cruising brings to the Shire of Broome.

Here is a proposed use of funding for Cruise Broome includes the following initiatives:

Coordinator Services: Funding will support and manage the communications, finance, governance, marketing, administration and information exchange between the cruise industry, agents, stakeholders, funding bodies, retailers/local businesses and tour operators.

Visitor Services on Cruise Ship Days: Funding will cover expenses related to setting up and coordinating cruise ship days, including providing water, ice, and other essential amenities for arriving passengers. This includes staffing, handling transportation logistics by liaising with the transport company contracted to shuttle passengers to the pick-up drop-off point, coordination of luggage storage if required, and offering local information about Broome.

Infrastructure Support: Cruise Broome aims to continue developing the coach drop-off and pick-up area on Napier Terrace to manage the increased passenger volume from larger cruise ships. CruiseBroome will continue to source required temporary infrastructure and resources required to carry out the meet and greets e.g. new marquees, chairs, tables etc. through other sources of funding and stakeholders.

Collaboration with Local Industries: Cruise Broome/Broome Visitor Centre will work with local businesses and tour operators to ensure they are prepared for cruise ship visitors. This includes supporting the TWA workshops and providing regular updates on cruise ship schedules to help local traders and suppliers meet the demands of visiting passengers. Ensuring that the board has all relevant stakeholders and representatives including the Shire of Broome involved to continue the strong advocacy and collaboration from previous years.

Promotional Activities: Will continue to host familiarisation tours for cruise executives and collaborating on marketing initiatives to attract more cruise ships to Broome are key promotional activities planned to enhance cruising in the region. Will ensure that the website, social media and communications are of a high standard and link to all relevant stakeholders and always include up to date information.

Please outline how will the initiative benefit Broome:

The proposed funding and initiative for Cruise Broome has multiple benefits for the Broome community and region, aligning economic, social, and cultural interests. Here are some of the keyways this funding will benefit Broome:

Economic Impact: In the 2023/24 financial year cruise tourism brought a record \$8.43 billion to Australia while at the same time breaking records in employment levels and wages generated for Australians. In Western Australia it brought \$384.9m which is 4.6% of the Australian total.

In Broome it brought \$77.5 m up 146% on 2022/2023 which was \$31.0 m. The WA Cruise Industry recorded a total of 290 cruise ship visits in 2023/2024, the busiest port being Broome with 162 cruise ships followed by Wyndham 39, Fremantle 35, Albany 12, Exmouth 12, Kuri Bay 8, Geraldton 7, Busselton 7 and Esperance 7.

In 2023/2024 Broome also had the highest amount of visit days which was 198. This collates to 41,389 pax and 5,331 crew. The expenditure through these numbers to Broome was \$18.57 m by pax , \$0.34 m by crew and \$14.42 m through the Cruise Lines directly into the Broome economy.

To break this down further out of the 41,389 pax who visited:

2023/24 Broome Total: 41,389	DOMESTIC	INTERNATIONAL	TOTAL
Expedition Ships: Turnaround Passenger Visits	13,966	16,674	30,640
Large Cruise Ships: Transit Passenger Days	7,584	3,165	10,749

NOTE: Does not include the 5,331 crew that visited.

With this funding, Cruise Broome can enhance services, potentially attracting more cruise lines and increasing visitor spending, further boosting local business revenue and creating more job opportunities.

Tourism Growth and Jobs: The Shire of Broome's funding for Cruise Broome plays a pivotal role in bolstering tourism growth in the region. By allocating financial resources, the Shire enables Cruise Broome to enhance the cruise ship sector, which is integral to Broome's tourism industry.

Cruise tourism injects revenue into the local economy as passengers explore, shop, and dine, and creates employment opportunities within the tourism and service sectors. By drawing more cruise visitors, the funding could have a multiplier effect, supporting broader economic growth and job creation.

Extending Visitor Stays: Efforts to promote pre- or post-cruise stays in Broome would encourage visitors to extend their trips, resulting in additional spending on accommodation, tours, and local attractions.

Enhanced Visitor Experience: The funding will support overall coordination to manage communications and logistics on cruise days, governance, finance, admin etc. all the while ensuring that visitors have smooth, enjoyable experiences. Services include meet-and-greet volunteers, coordinating transportation, and promoting local events, which improve visitor satisfaction and local engagement etc.

Collaboration with Local Industries: Cruise Broome works closely with the Broome Visitor Centre, Broome Chamber of Commerce, ANW, Shire of Broome, KPA, BIA, other stakeholders and other local businesses/tour operators to align tourism offerings, from retail and dining to tours and events. These partnerships foster a cohesive tourist experience and increase the visibility of local businesses.

Cruise Broome/ Broome Visitor Centre will further establish partnerships with local businesses, helping them become more cruise ready. By working with local tour operators, suppliers, artisans, and hospitality providers, they could help to create packages that showcase Broome's unique offerings and encourage spending within the community.

Cultural Promotion: By collaborating with cultural and event organisations like Nyamba Buru Yawuru, WAITOC, TWA, Shinju Matsuri etc Cruise Broome can showcase Broome's unique cultural experiences. This adds depth to the tourist experience, making Broome not only a stopover but a memorable cultural destination. Additional advocacy from Cruise Broome, could help support the development cultural programs and sustainable tourism practices, which are increasingly appealing to Cruise travellers. Part of the funding to support the coordination of cruising will go towards supporting tour operators, cruise lines etc to incorporate cultural tours and Yawuru heritage into its itineraries, enhancing Broome's identity as a culturally vibrant and responsible destination.

The continued funding from the Shire of Broome ensures Cruise Broome can effectively manage cruise ship visits, facilitating smooth operations and enriching visitor experiences all the while supporting the cruise ship sector, which is integral to Broome's tourism industry. The Shire of Broome along with Cruise Broome and other Stakeholders can reinforce Broome's position in the competitive cruise market and foster sustainable, long-term tourism growth.

Proposed deliverables

Please list the key performance indications of the funding period and how these will be evaluated at the completion of this period. It is important to ensure that outcomes are measurable to assist with the assessment of the success.

KPI	Measurable Outcome
Maintain a high level of service Ensure an extremely high level of Coordination Services managed by the Broome Visitor Centre, Cruise Broome and by the meet and greet co-ordinator Kimberley Special Events	Introduce a new survey system available to cruise guests which allows guests to use an onsite iPad or scan a QR code to access an online feedback form to provide specific feedback on their cruise day arrival experience.
Shire acknowledgement Ensure the Shire of Broome is acknowledged on the updated Cruise Broome website and any promotional marketing relating to cruise arrivals. eg: shire flag at cruise meeting point.	Evidence will be provided in the relevant acquittal reporting demonstrating the representation of the Shire of Broome relating to Cruise Ship Co-ordination services.
Governance – MOU The establishment of an MOU between the Broome Visitor Centre and Cruise Broome to auspice funds and ensure governance is met and establish a board with all stakeholders involved, including the Shire of Broome	Evidence of the MOU will be provided in the relevant acquittal reporting.
Information Dispersal Regular updates to be provided by working with Broome Chamber and local business organisations, to ensure information is dispersed efficiently to meet the needs of cruise passengers arriving in Broome.	Evidence of the communications between local organisations will be provided in the relevant acquittal reporting as well as any feedback received.

<p>Cruise Broome E-mail/ EDM Database Re-establishing a Cruise Broome database to allow EDM's to be send out to related stakeholders via Mailchimp. Also ensuring that the Shire of Broome, BCCI and any other major stakeholders also send t their databases for maximum reach.</p>	<p>Data and feedback on this database and evidence of communicated EDM's will be provided including subscriber numbers, open rates and other stats.</p>
<p>Cruise Industry Promotional Booklet Create a new information brochure explaining the role of what Cruise Broome and the other stakeholders in the cruise industry of each stakeholder in the region, to be sent out to the Broome community. This will include contacts for the cruise shoreline contacts so that operators and businesses can talk to them directly about product.</p>	<p>Evidence of the promotional booklet will be provided in the relevant acquittal reporting.</p>
<p>Community Cruise Briefing Cruise Broome to host 2 x community cruise briefing sessions before and after season.</p>	<p>Attendance and reporting post each briefing will be collated and minutes taken.</p>

CRUISE BROOME - 2025 BUDGET (25/26 Funding)													
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	TOTAL
REVENUE													
Grant Income													-
Shire of Broome - Grant							30,000					30,000	60,000
Tourism WA		25,000											25,000
KMSB					25,000								25,000
Total Sales Revenue	-	25,000	-	-	25,000	-	30,000	-	-	-	-	30,000	110,000
OPERATING EXPENSES													
Advertising	500			500			500			1,000			2,500
Bank Fees	5	5	5	5	5	5	5	5	5	5	5	5	60
Printing & Design		2,000	2,000					2,000					6,000
New Stakeholder Brochure	500												500
Membership & Annual Fees		-				3,000				3,000			6,000
Cruise Broome Briefing			850						850				1,700
Social Media	150	150	150	150	150	150	150	150	150	150	150	150	1,800
Website/ Digital Marketing	600	600	600	600	600	600	600	600	600	600	600	600	7,200
Canva Subs(team x3)	135	135	135	135	135	135	135	135	135	135	135	135	1,620
EDM design	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Mail Chimp EDM (2,500)	92	92	92	92	92	92	92	92	92	92	92	92	1,104
Visitor Survey Ipad	1,500												1,500
Uniforms	1,000					1,000							2,000
Meet & Greet - Coordinator	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	48,000
Admin/Finance/Coordination	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Insurance			4,000										4,000
Cruise Day Costs	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Registration - Trailer										185			185
Road Closures												600	600
Total Expenses	10,582	9,082	13,932	7,582	7,082	11,082	7,582	9,082	7,932	11,267	7,082	7,682	109,969
Net Profit/Loss	(10,582)	15,918	(13,932)	(7,582)	17,918	(11,082)	22,418	(9,082)	(7,932)	(11,267)	(7,082)	22,318	31
Note: Working on estimated Large & Medium Cruiseships for 2025/2026													

9.4 PERFORMANCE

9.4.1 SUPERANNUATION PAYMENTS FOR COUNCIL MEMBERS

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ADC08
AUTHOR:	Manager Governance, Strategy And Risk
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Recent changes to legislation permit local governments to make superannuation contributions for Council members.

The purpose of this Report is to present those changes for consideration by Council.

Council is requested to make superannuation contributions to Council members from 1 July 2025.

BACKGROUND

Previous Considerations

Nil

Following passage of the *Local Government Amendment Act 2024*, new sections 5.99B to 5.99E of the *Local Government Act 1995* will allow local governments to resolve by absolute majority to make superannuation contributions for Council members from 1 February 2025.

Prior to this, if a local government wanted to offer superannuation to Council members, it would need to become an “Eligible Local Governing Body” under Division 446 of the *Taxation Administration Act 1953 (Cth)*, which requires a unanimous Council resolution.

Making superannuation contribution payments for Council members acknowledges the significant dedication and investment of time a Council member commits to their role and helps bring Council members in line with the wider workforce.

The resolution process is streamlined by only requiring an absolute majority decision rather than a unanimous one.

Similarly, the system set out in the *Local Government Act 1995* means superannuation can be paid without needing to also address the other taxation requirements.

This reform aims to attract and retain council members and encourage greater diversity across local governments.

Superannuation contribution payments for Council members will be made in addition to any other fees and allowances.

These will sit outside the threshold for fees and allowances set by the Salaries and Allowances Tribunal.

Council members may receive various types of fees and allowances, in accordance with the *Local Government Act 1995* and the relevant determination of the Salaries and Allowance Tribunal.

The requirement to make superannuation contribution payments in respect of these fees and allowances is to be determined in accordance with *Commonwealth Superannuation Guarantee (Administration) Act 1992* and the further guidance provided in Superannuation Guarantee Ruling SGR 2009/2.

While Council members are not considered employees, they are to be treated in the same manner as employees of the local government for the purposes of calculating superannuation contribution payments.

By 1 July 2025, the superannuation guarantee rate will be 12 per cent.

The superannuation contribution payment is to be paid at the same time as the remuneration of the Council member is paid.

To allow a superannuation contribution payment to be made, a Council member must nominate a superannuation account from a scheme or fund.

Local governments must not make a superannuation contribution payment for a Council member if they fail to nominate an eligible superannuation account before the end of the month to which the payment relates.

Local governments must not make superannuation contribution payments for Council members during any period in which they are suspended.

Council members are also not entitled to a superannuation contribution payment during any period in which they are not entitled to receive their fees and allowances.

Individual Council members may opt out of receiving superannuation contribution payments by providing a notice in writing to the Chief Executive Officer.

COMMENT

Shire officers raised this matter with Council members at the Council Workshop held on 8 April 2025.

Whilst it was generally agreed by Council members to pay Council members superannuation payments, the decision to do so or not to do so requires a Council resolution.

The advice provided to date is reimbursement-style Council member fees and allowances are not included in the calculation of superannuation (e.g. Information Technology Allowance, Travel reimbursement etc.).

The current rate for superannuation payments is 11.5% and the rate from 1 July 2025 would be 12%.

Total superannuation payments for an Ordinary Council Meeting (1 February 2025 - 30 June 2025) approximately equate to approximately \$919.00.

The amount of superannuation paid for the period 1 July 2025 to 30 June 2026 would be calculated once the 2025 – 2026 Elected Members sitting fees are determined however based on the 2024/25 fees, the estimate is as follows:

Councillor	2024/2025 Budget \$	Proposed Super Budget 2025/2026 \$	Monthly \$
Cr Chris Mitchell JP			
Meeting attendance fees	\$33,706	\$4,045	\$337.08
Cr Desiree Male			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Philip Matsumoto			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Peter Taylor			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Jan Lewis			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Johani Mamid			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Ellen Smith			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Melanie Virgo			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Cr Sean Cooper			
Meeting attendance fees	\$25,137	\$3,016	\$251.33
Total Meeting attendance fees	\$234,802	\$28,173	\$2,347.75

CONSULTATION

WA Local Government Association.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 5.99B

Superannuation for council members: main provision

A local government may decide, by an absolute majority, to pay superannuation contribution payments for its Council members.

Section 5.99C

Superannuation for council members: opt outs

Where the local government has resolved to make superannuation contribution payments for its Council members, a Council member may opt in or opt out by providing a written notice to the Chief Executive Officer.

Section 5.99D

Superannuation for council members: other exceptions

Council members must nominate an approved superannuation scheme for any superannuation contribution payments to be made into.

Section 5.99E

Superannuation for council members: supplementary provisions

A local government may recover any returnable amounts from the Council member where incorrect information is provided.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

If Council was to resolve to make superannuation contribution payments to its Council members, and all Council members opted in, the total payment would be approximately \$28,200.00 annually to be allowed for the 2025/26 budget.

RISK

Nil.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 11 - Effective leadership, advocacy and governance

Objective 11.1 Strengthen leadership, advocacy and governance capabilities.

Actions 11.1.1 **Provide** access to leadership, advocacy and governance training and personal development opportunities for Elected Members.

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION 1:

That Council:

1. *Agrees to make superannuation contribution payments to its Council Members pursuant to Section 5.99B of the Local government Act 1995.*
2. *Makes allowance in the 2025/26 budget for Council Members to be paid superannuation from 1 July 2025.*

Attachments

Nil

9.4.2 2025 ORDINARY LOCAL GOVERNMENT ELECTION

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	GOE04
AUTHOR:	Manager Governance, Strategy And Risk
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The purpose of this report is to seek Council's endorsement of the method and conduct of the 2025 Shire of Broome (**Shire**) ordinary local government election that is scheduled for 18 October 2025.

Council is requested to appoint the Western Australian Electoral Commissioner (WAEC) to be responsible for the conduct of the 2025 ordinary local government election for the Shire, together with any other elections or polls which may be required, and to decide to conduct the election as a voting in person election with a non-local Returning Officer.

BACKGROUND

Previous Considerations

OMC 27 February 2025 Item 9.4.1

Under the *Local Government Act 1995* (the Act), Ordinary Local Government Elections are held every two years on the third Saturday in October, with Council members elected for a term of up to four years.

Each local government can choose to conduct an election as either a voting in-person election or as a postal voting election.

COMMENT

At the Ordinary Council Meeting held on 27 February 2025 Council endorsed the WAEC cost estimate letter dated 12 December 2024 for the amount of \$46,985 excluding GST Non-local RO cost estimate letter (**Attachment 1**). Officers contacted WAEC to confirm the approval of the non-local RO cost estimate letter and WAEC have now issued the written agreement for the Electoral Commission to conduct the election (**Attachment 2**).

WAEC has estimated the cost of an in person Election to be approximately \$46,985 excluding GST in **Attachment 1** based on the following assumptions:

- The method of election will be in person
- Four Councillor(s) vacancies
- 9,700 electors
- Response rate of approximately 25%
- Appointment of a non-local Returning Officer (associated costs include airfares, travel time, meals. Accommodation during Nomination Period and Election Period including early voting at Remote Locations; and

- Count to be conducted at the Shire office using the Count WA software program.

CONSULTATION

Western Australian Electoral Commission.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 4.20(4) provides that the local government may, with prior written agreement, declare the Electoral Commissioner to be responsible for the conduct of an election on the local government's behalf.

Section 4.61(2) provides that the local government may decide to either hold the election 'in person' or 'postal'.

Local Government (Elections) Regulations 1997: Regulation 9(3) provides that the Electoral Commissioner's expenses are to be determined on the basis of full accrual cost recovery.

4.20. CEO to be returning officer unless other arrangements made

- (1) Subject to this section the CEO is the returning officer of a local government for each election.
- (2) A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint* a person other than the CEO to be the returning officer of the local government for —
 - (a) an election; or
 - (b) all elections held while the appointment of the person subsists.

* Absolute majority required.

- (3) An appointment under subsection (2) —
 - (a) is to specify the term of the person's appointment; and
 - (b) has no effect if it is made after the 80th day before an election day.
- (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is

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to appoint a person to be the returning officer of the local government for the election or elections.

* Absolute majority required.

4.61. Choice of methods of conducting election

- (1) The election can be conducted as a —

postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.
- (2) The local government may decide* to conduct the election as a postal election.

* Absolute majority required.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

WAEAC has estimated the costs of an in person election with non-local Returning Officer in October 2025 to be approximately \$46,985 excluding GST. Funds have been assigned in the Draft 2025/26 Annual Budget to offset these costs.

RISK

Utilising the WAEAC resources and expertise reduces the risk of non-compliance and ensures a high level of impartiality and transparency.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 11 - Effective leadership, advocacy and governance

Objective 11.2 Deliver best practice governance and risk management.

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. *Declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the Shire of Broome 2025 Ordinary Local Government Election, together with any other elections or polls which may be required.*
2. *Decides, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be an in person election with a Non-Local Returning Officer.*
3. *Notes the Western Australian Electoral Commission's cost estimate to conduct this election, as detailed in Attachment 1, is \$46,985 excluding GST, excluding costs associated with priority post, casual staff, cost increases from suppliers and local advertising/promotion of the election; and*
4. *Notes the requirement for an allocation of approximately \$46,985 excluding GST in the 2025/2026 Annual Budget for the 2025 Ordinary Local Government Election.*

Attachments

1. Western Australian Electoral Commission Cost Estimate Letter: 2025 Local Government Ordinary Election - Non Local Returning Officer

2. Western Australian Electoral Commission Written Agreement: 2025 Local Government Ordinary Election Written Agreement



Mr Sam Mastrolembro
Chief Executive Officer
Shire of Broome
PO Box 43
BROOME WA 6725

Dear Mr Mastrolembro,

Cost Estimate Letter: 2025 Local Government Ordinary Election

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Revised Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as an in person election at approximately \$46,985 (ex GST).

This cost has been based on the following assumptions:

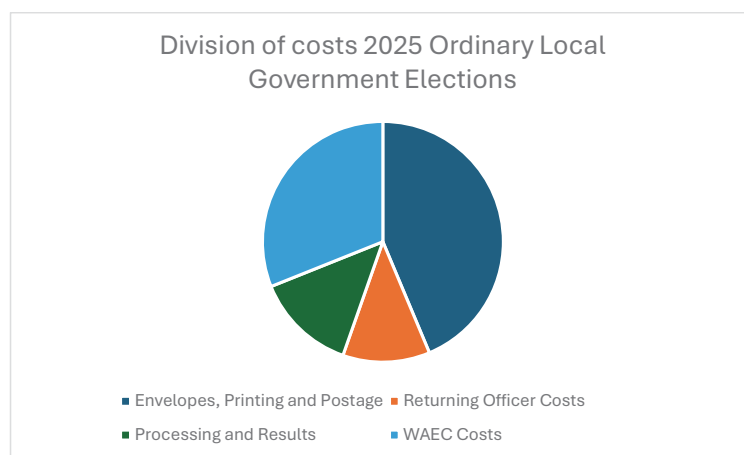
- The method of election will be in person;
- 4 Councillor(s) vacancies;
- 9700 electors;
- response rate of approximately 25%
- appointment of a non- local Returning Officer (associated costs include airfares, travel time, meals, accommodation during Nomination Period & Election Period including early voting at Remote Locations; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025

Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost

greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,



Robert Kennedy
ELECTORAL COMMISSIONER

31 January 2025



WESTERN AUSTRALIAN
Electoral Commission

Mr Sam Mastrolembro
Chief Executive Officer
Shire of Broome
PO Box 43
BROOME WA 6725

Dear Mr Mastrolembro,

Written Agreement: 2025 Local Government Ordinary Election

I refer to your correspondence dated 01 April 2025 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the Shire of Broome. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;

Please note that:

- the above motion must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/must be passed by an absolute majority.

Once the Council passes the above mentioned motion, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Courtney Barron'.

Courtney Barron
ACTING ELECTORAL COMMISSIONER

07 April 2025

Level 2, 66 St Georges Terrace PERTH WA 6000
GPO Box F316 PERTH WA 6841

T | (08) 9214 0400

E | waec@waec.wa.gov.au
W | www.elections.wa.gov.au

9.4.3 ADOPTION OF THE 2025/26 SCHEDULE OF FEES AND CHARGES

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ACC01
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is requested to consider and adopt the Shire of Broome Schedule of Fees and Charges for the 2025/26 financial year, effective from 1 July 2025.

BACKGROUND

Under sections 6.16 to 6.19 of the *Local Government Act 1995*, a local government may impose a fee or charge for any goods or services it provides. Fees and charges must be imposed when adopting the annual Budget, however may also be imposed or amended during the year if necessary.

COMMENT

The 2024/25 adopted fees and charges were reviewed to maximise full cost-recovery without hindering patronage for services. In reviewing the fees and charges, officers focused on verifying the following:

- the legislative head of power for all fees and charges;
- whether the fee and charge is regulated or otherwise;
- for non-regulated fees and charges:
 - the full cost recovery;
 - the rationale for the price;
 - how vital the fees and charges are to the community;
 - market competitiveness and regard to the current economic climate; and
- GST applicability.

A workshop was held with Council on 18 March 2025 to review the draft Schedule of Fees and Charges.

The following topics of discussion were covered, among others:

- Continue to waive venue hire fees for structured sporting programs for junior sporting activities to make junior sport more financially accessible for participants and community sporting clubs facilitating junior sports.
- Justification for newly introduced, discontinued and reduced fees was presented.
- To reflect increased cost of providing services many fees had a 3.5% increase applied.
- Over one third of fees have been kept the same as the prior year.
- Officers have focussed on clarifying and simplifying the overall fees schedule through combining fees where relevant and separating fees where necessary
- Generally, any proposed additional increases are related to;

- direct cost recovery,
- rounding for ease of use,
- consistency across the full fee schedule, and
- alignment with other shires.

Following the workshop on fees and charges held with councillors, officers have also recommended the following amendments to the schedule of fees and charges:

- Introduction of new fees for:
 - Chinatown Premium Bin Services fees have been added which include a wheel-in-wheel-out service;
 - Design Review Panel member engagement fee – Chair & Panel Member - for developments defined as 'Major Development' under LPP 5.24
- Reduction in the whole of venue hire for the Civic Centre fees to reflect licensing changes to bar sales. The reduction reflects the exclusion of the option for the bar to be staffed by hirers and any bar sales revenue to go to hirers.

Fees and charges imposed for Council services are either statutory charges or for the provision of goods and/or services. There are many regulatory fees determined under legislation other than the *Local Government Act 1995*, which dictates the level of fees that the Council may impose.

Individually listing the Statutory Fees such as those prescribed in Schedule 2 of the *Building Regulations 2012* are no longer shown as individual line items, instead refer to the relevant legislation as these fees are set by external agencies and are therefore outside of the control of Council. As these agencies advise of any fee updates, the Shire will apply these updates to take effect from the date prescribed.

The 2025/26 Fees and Charges Schedule is proposed to take effect from 1 July 2025 except for fees set under section 53 of the *Cemeteries Act 1986*. As per the *Cemeteries Act 1986*, fees will come into effect after 14 days' notice is given in the Government Gazette.

CONSULTATION

Extensive internal consultation has occurred with all the departmental managers and coordinators and through briefings and workshops with the Executive and Elected Members.

The draft Fees and Charges were presented to the Council budget workshop held 18 March 2025.

STATUTORY ENVIRONMENT

Local Government Act 1995, s 6.16 *Imposition of fees and charges*

Local Government Act 1995, s 6.17 *Setting level of fees and charges*

Local Government Act 1995, s 6.19 *Local government to give notice of fees and charges*

Waste Avoidance and Resource Recovery Act 2007, s 67 *Local government may impose receptacle charge*

Waste Avoidance and Resource Recovery Act 2007, s 68 *Fees and charges fixed by local government*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Schedule of Fees and Charges for the 2025/26 financial year has been developed as part of the annual budget process. It is intended that these Fees and Charges take effect from 1 July 2025.

Delaying adoption of the 2025/26 Schedule of Fees and Charges beyond 1 July 2025 potentially hinders the ability of Officers to meet the revenue budgets set through the Annual Budget process.

RISK

Ensuring continuity of service to the Broome community.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 13 - Value for money from rates and long term financial sustainability

Objective 13.1 Plan effectively for short- and long-term financial sustainability

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

- 1. Endorse the proposed 2025/26 Schedule of Fees and Charges in Attachment 1, as per section 6.19 of the Local Government Act 1995.*
- 2. Request the Chief Executive Officer to commence advertising and invite submissions which are to be considered prior to Fees & Charges taking effect.*

Attachments

1. 2025/26 Schedule of Fees and Charges



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
Any Statutory Fees are fees imposed by other Government agencies and are subject to change without notice.

Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
1	GENERAL PURPOSE FUNDING					
2	Rates Enquiries					
3	Property enquiry via settlement agents (Rating information)	Per property	Council	N	\$65.00	\$67.50
4	Property enquiry via settlement agents (Rating, orders and requisitions)	Per property	Council	N	\$125.00	\$129.50
5	Other Rates Fees					
6	Payment Arrangement Administration Fee	Per property	Council	N	\$57.00	\$59.00
7	Administration Fees on instalment plan	Per instalment	Council	N	\$11.50	\$12.00
8	Interest on instalment and payment arrangement plan	Per annum, calculated daily	Statutory	N	5.50%	5.50%
9	Interest on unpaid rates	Per annum, calculated daily	Statutory	N	11%	11%
10	Debt Clearance Letter	Per property	Council	N	\$34.00	\$35.00
11	Additional information requests will be charged (minimum 1 hour)	Per hour	Council	N	\$68.00	\$70.00
12	LAW, ORDER & PUBLIC SAFETY					
13	Ranger Operations					
14	Ranger charge out	Per hour	Council	Y	\$120.00	\$125.00
15	Fines & Penalties					
16	Fire Charges Fines & Penalties	As per the infringement schedule	Statutory	N	See Infringement	See Infringement
17	Block Slashing					
18	Charges for Block Slashing: Cost plus admin fee listed	Per item	Council	Y	Cost + \$63.00 Admin Fee	Cost + \$65.00 Admin Fee
19	Fines & Penalties					
20	Animal Related Offences Fines and Penalties	As per the infringement schedule	Statutory	N	See Infringement	See Infringement
21	Dog Handling					
22	For Seizure and Impounding of Dog - Registered	Per dog	Council	N	\$112.00	\$116.00
23	For Seizure and Impounding of Dog - Unregistered	Per dog	Council	N	\$112.00	\$116.00
24	For Seizure and Return of Dog Without Impounding (\$0)	Per dog - first impound only	Statutory	N	\$102.00	\$102.00
25	For Sustenance and Maintenance of a Dog at Pound - Per Day or Part of Day	Per dog	Council	N	\$29.00	\$30.00
26	Surrender of a Dog	Per dog	Council	N	\$170.00	\$0.00
27	Parasite Control Fee (Dogs and Cats)	Per dog	Council	Y	\$13.00	\$13.50
28	1 year registration - SAFE for rehoming dog in Broome (\$0)	Per dog	Council	N	\$0.00	\$0.00
29	Cat Handling					
30	For Seizure and Impounding of Cat	Per cat	Council	N	\$112.00	\$115.00
31	For Seizure and Return of Cat Without Impounding (\$0)	Per cat	Council	N	\$87.00	\$90.00
32	Surrender of a Cat	Per cat	Council	N	\$170.00	\$0.00
33	Surrender of a Litter of Kittens	Per litter	Council	N	\$94.00	\$0.00
34	For Sustenance and Maintenance of a Cat at Pound - Per Day or Part of Day	Per cat	Council	N	\$29.00	\$30.00
35	1 year registration - SAFE rehoming a cat in Broome (\$0)	Per cat	Council	N	\$0.00	\$0.00
36	Dog Handling Accessories					
37	Dangerous Dog / Restricted Breed Collar - Small	Per dog	Council	Y	\$88.00	\$90.00
38	Dangerous Dog / Restricted Breed Collar - Medium	Per dog	Council	Y	\$96.00	\$100.00
39	Dangerous Dog / Restricted Breed Collar - Large	Per dog	Council	Y	\$99.00	\$102.50
40	Dangerous Dog / Restricted Breed Collar - Extra Large	Per dog	Council	Y	\$102.00	\$105.50
41	Dangerous Dog / Restricted Breed Sign	Per dog	Council	Y	\$69.00	\$71.50
42	Animal Trap Security Bond	Per dog	Council	N	\$55.00	\$57.00



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
Any Statutory Fees are fees imposed by other Government agencies and are subject to change without notice.

Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
43	Dog Licensing					
44	Annual registration - Unsterilized dog	Per dog	Statutory	N	\$50.00	\$50.00
45	Annual registration - Sterilized dog	Per dog	Statutory	N	\$20.00	\$20.00
46	Annual registration - Dangerous dog	Per dog	Statutory	N	\$50.00	\$50.00
47	3 year registration - Unsterilized dog	Per dog	Statutory	N	\$120.00	\$120.00
48	3 year registration - Sterilized dog	Per dog	Statutory	N	\$42.50	\$42.50
49	Lifetime registration - Unsterilized dog	Per dog	Statutory	N	\$250.00	\$250.00
50	Lifetime registration - Sterilized dog	Per dog	Statutory	N	\$100.00	\$100.00
51	Registration - Dogs for droving or tending stock - % of fee payable	Per dog	Statutory	N	25% of fee payable	25% of fee payable
52	Registration - Dogs owned by pensioners (except dangerous dogs) - % of fee payable	Per dog	Statutory	N	50% of statutory fee	50% of statutory fee
53	Registration after 31 May in any year, for that registration year - % of fee payable	Per dog	Statutory	N	50% of fee payable	50% of fee payable
54	Registration - Dogs used by the State Emergency Service for tracking	Per dog	Statutory	N	\$0.00	\$0.00
55	Free registration prior to 6 months of age until the next registration period	Per dog	Council	N	\$0.00	\$0.00
56	Licence to keep an Approved Kennel Establishment					
57	Licence to keep an approved kennel establishment	Per kennel	Statutory	N	\$200.00	\$200.00
58	Renewal of Licence to keep an approved kennel establishment	Per kennel	Council	N	\$60.00	\$200.00
59	Application to keep 3-6 Dogs	Per application	Council	N	\$208.00	\$215.00
60	Declaration of a Dangerous Dog	Per dog	Statutory	N	\$250.00	\$250.00
61	Annual inspection Restricted Breed Dangerous Dog	Per dog	Statutory	N	\$100.00	\$100.00
62	Annual - Inspection Kennel Establishment	Per kennel	Council	N	\$100.00	\$105.00
63	Registration Tag Replacement	Per tag	Council	N	\$7.50	\$8.00
64	Cat Registration					
65	Annual Registration Fee	Per cat	Statutory	N	\$20.00	\$20.00
66	Annual Registration Fee (application between 31 May and 31 October)	Per cat	Statutory	N	\$10.00	\$10.00
67	3 Year Registration	Per cat	Statutory	N	\$42.50	\$42.50
68	Lifetime Registration	Per cat	Statutory	N	\$100.00	\$100.00
69	Application to breed cats - per breeding cat	Per cat	Statutory	N	\$100.00	\$100.00
70	Registration Tag Replacement	Per tag	Council	N	\$7.00	\$8.00
71	Cat Sterilisation (for eligible applicants)					
72	Cat Sterilisation Male % subsidy of actual costs	Per cat	Council	N	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost
73	Cat Sterilisation Female % subsidy of actual costs	Per cat	Council	N	50% Subsidy of Actual Cost	50% Subsidy of Actual Cost
74	Dog Sterilisation (for eligible applicants)					
75	Dog Sterilisation Male % subsidy of actual costs	Per dog	Council	N	50% Subsidy - Maximum Value \$210	50% Subsidy - Maximum Value \$210
76	Dog Sterilisation Female % subsidy of actual costs	Per dog	Council	N	50% Subsidy - Maximum Value \$210	50% Subsidy - Maximum Value \$217.50
77	Large Animal Control					
78	Application for Permit to walk, lead, ride, herd or drive a large animal on local government property	Per animal	Council	N	\$60.00	\$63.00
79	Disposal of Dead Animals					
80	Disposal of dead animals	Per animal	Council	Y	\$40.00	\$42.00



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
81	Fines & Penalties					
82	Illegal Camping Fines and Penalties	As per the infringement schedule	Statutory	N	See Infringement	See Infringement
83	Impounded Advertising Signs	Per advertising sign	Council	N	\$103.00	\$108.00
84	Impounded Trolleys	Per trolley	Council	N	\$134.00	\$140.00
85	Impounded Goods (Other)	Per the impounded goods	Council	N	\$103.00	\$108.00
86	Impounded Goods Storage Fee	Per the impounded goods	Council	N	\$15.00	\$15.50
87	Littering Fines & Penalties	As per the infringement schedule	Statutory	N	See Infringement	See Infringement
88	Litter Clean-up Fee - cost plus admin fee listed	Per clean-up	Council	Y	\$65.00	\$68.00
89	Review & Download CCTV Footage	Per request	Council	Y	\$67.00	\$70.00
90	Other Fines and Penalties					
91	Sundry Ranger Fines & Penalties except those above. Off Road Vehicles, Noise Etc	As per the infringement schedule	Council	N	See Infringement	See Infringement
92	Impounded Vehicles					
93	Impounding Vehicles - Cost plus Admin fee Listed	Per vehicle	Council	N	\$60.00	\$62.00
94	Daily cost for impounded vehicle	Per vehicle	Council	N	\$14.00	\$14.50
95	Sales of Impounded Vehicles					
96	Sale of Impounded Vehicles & Goods - Cost plus admin fee listed	Per vehicle	Council	Y	Cost + \$64 Admin Fee	Cost + \$70 Admin Fee
97	Other Applications / Permits					
98	Application to advertise anything on local government property or a thoroughfare	Per advertising sign	Council	N	\$120.00	\$125.00
99	Application For Temporary Signage Permit	Per signage permit	Council	N	\$70.00	\$73.00
100	Application For Temporary Parking Permit	Per permit	Council	N	\$70.00	\$73.00
101	Application to erect a structure for public amusement	Per structure	Council	N	\$120.00	\$125.00
102	Application to plant or sow seeds on local government property	Per application	Council	N	\$59.00	\$62.00
103	Application to drive, ride or take a vehicle on local government property	Per vehicle	Council	N	\$59.00	\$62.00
104	Application to parachute, hang glide, abseil from or onto local government property	Per parachute/hang glide/abseil event	Council	N	\$300.00	\$315.00
105	Application to depasture any horse, sheep, cattle, goat, camel, ass or mule	Per animal	Council	N	\$120.00	\$125.00
106	Application to land an aircraft or helicopter on local government property	Per helicopter	Council	N	\$300.00	\$315.00
107	Miscellaneous					
108	Microchipping Fees	N/A	Council	N	At Cost	At Cost
109	HEALTH					
110	Health Hire Out					
111	Environmental Health Officer Charge Out	Per attendance	Council	Y	\$120.00	\$125.00
112	Health Work Order/Settlement Enquiry Fee	Per settlement inquiry	Council	N	\$180.00	\$187.00
113	Application for Section 39 Certificate of Local Government (Liquor Licensing)	Per application	Council	N	\$180.00	\$187.00
114	Section 39 Certificate of Local Government (Liquor Licensing) - 2nd or subsequent inspection	Per application	Council	N	\$180.00	\$187.00
115	Fines and Penalties					
116	Health (Miscellaneous Provisions) Act1911, Public Health Act 2016, Food Act 2008, Local Government Act 1995, Environmental Protection Act 1986	As per the infringement schedule	Council	N	See Infringement	See Infringement
117	Section 55 Gaming assessment	Per assessment	Council	N	N/A	\$125.00
118	Health Local Laws Lodging House					
119	Registration Per Annum	Per registration	Council	N	\$225.00	\$235.00
120	Transfer ownership licence	Per licence	Council	N	\$160.00	\$235.00
121	Lodging house reinspection	Per inspection	Council	N	N/A	\$215.00



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
122	Health Local Laws Morgue					
123	Registration Per Annum	Per registration	Council	N	\$110.00	\$115.00
124	Licence to operate a Temporary Morgue Health (Miscellaneous Provisions) Act 1911	Per application	Council	Y	\$90.00	\$95.00
125	Health Local Laws Health (Offensive Trades - Fees) Regulations 1976					
126	Slaughterhouse	Per slaughterhouse	Statutory	N	\$298.00	\$298.00
127	Piggeries	Per application	Statutory	N	\$298.00	\$298.00
128	Artificial manure depots	Per application	Statutory	N	\$211.00	\$211.00
129	Bone mills	Per application	Statutory	N	\$171.00	\$171.00
130	Places for storing, drying or preserving bones	Per application	Statutory	N	\$171.00	\$171.00
131	Fat melting, fat extracting or tallow melting establishments (a) Butcher shop and similar	Per application	Statutory	N	\$171.00	\$171.00
132	Fat melting, fat extracting or tallow melting establishments (b) Larger establishments	Per application	Statutory	N	\$298.00	\$298.00
133	Blood drying	Per application	Statutory	N	\$171.00	\$171.00
134	Gut scraping, preparation of sausage skins	Per application	Statutory	N	\$171.00	\$171.00
135	Fellmongeries	Per application	Statutory	N	\$171.00	\$171.00
136	Manure works	Per application	Statutory	N	\$211.00	\$211.00
137	Fish curing establishments	Per application	Statutory	N	\$211.00	\$211.00
138	Laundries, dry-cleaning establishments	Per application	Statutory	N	\$147.00	\$147.00
139	Bone merchant premises	Per application	Statutory	N	\$171.00	\$171.00
140	Flock factories	Per application	Statutory	N	\$171.00	\$171.00
141	Knackeries	Per application	Statutory	N	\$298.00	\$298.00
142	Poultry processing establishments	Per application	Statutory	N	\$298.00	\$298.00
143	Poultry farming	Per application	Statutory	N	\$298.00	\$298.00
144	Rabbit farming	Per application	Statutory	N	\$298.00	\$298.00
145	Fish processing establishments in which whole fish are cleaned and prepared	Per application	Statutory	N	\$298.00	\$298.00
146	Shellfish and crustacean processing establishments	Per application	Statutory	N	\$298.00	\$298.00
147	Any other offensive trade not specified	Per application	Statutory	N	\$298.00	\$298.00



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
148	Health Local Laws Health (Public Building) Regulations 1992					
149	Fee equal to the cost of considering the application up to \$871 (Application to Construct, Extend or Alter a Public Building)	Per application	Council	N	\$240.00	\$250.00
150	Inspection fee	Per inspection	Council	N	\$225.00	\$235.00
151	Inspection fee after hours	Per event	Council	N	\$280.00	\$292.50
152	Form 1 - Fee application to construct	Per application	Council	N	\$240.00	\$250.00
153	Form 2 - Application for Certificate of Approval - Low Risk	Per application	Council	N	\$215.00	\$225.00
154	Form 2 - Application for Certificate of Approval - Medium Risk	Per application	Council	N	\$215.00	\$225.00
155	Form 2 - Application for Certificate of Approval - High Risk	Per application	Council	N	\$215.00	\$225.00
156	Form 3 - Application to vary certificate of approval	Per application	Council	N	\$215.00	\$225.00
157	Form 1 & 2 - Fee application for Events	Per application	Council	N	\$105.00	\$110.00
158	Reissue of Certificate of Approval	Per application	Council	N	\$44.00	\$45.00
159	Health Local Laws Water Sampling					
160	Aquatic Facilities Water Sampling	Per sample	Council	N	\$86.00	\$90.00
161	Aquatic Facilities Water Sampling - Resample	Per sample	Council	N	\$160.00	\$165.00
162	Water Sample Fee (Potable Water)	Per sample	Council	N	\$120.00	\$125.00
163	Annual onsite assessment of public aquatic facility	Per audit	Council	N	\$130.00	\$135.00
164	Water Sample Fee (Potable Water) Resample	Per sample	Council	N	\$240.00	\$250.00
165	Aquatic Facility Water Sampling - per pool 3+ pools on one property	Per sample	Council	N	\$67.00	\$70.00
166	Trading In Public Places Licence (Trading: Outdoor Dining & Street Entertainment LL 2003)					
167	Application Fee to be paid at time of application (not refundable)	Per application	Council	N	\$370.00	\$382.50
168	Licence (Annual) High Intensity	Per application	Council	N	\$1,750.00	\$1,810.00
169	Licence (Annual) Medium Intensity	Per application	Council	N	\$1,160.00	\$1,220.00
170	Licence (Annual) Low Intensity	Per application	Council	N	\$820.00	\$850.00
171	Licence (Monthly)	Per application	Council	N	\$225.00	\$235.00
172	Licence (Weekly)	Per application	Council	N	\$115.00	\$120.00
173	Trading In Public Places - Use of Shire Utilities (power and water) where applicable					
174	High Intensity - (trading most weeks and most days of the week)	Per application	Council	Y	\$1,650.00	\$1,710.00
175	Medium Intensity - (trading most weekends)	Per application	Council	Y	\$1,100.00	\$1,140.00
176	Low intensity - (itinerant trading - greater than 10, less than 40 occasions per annum)	Per application	Council	Y	\$550.00	\$570.00
177	Very low intensity - (10 or less occasions per year)	Per application	Council	Y	\$275.00	\$285.00
178	Health Local Law (2006) - Large Animals					
179	Health Local Law approval (including approval to keep large animals within townsites)	Per animal	Council	N	\$120.00	\$125.00
180	Market License (Trading: Outdoor Dining & Street Entertainment LL 2003)					
181	Application Fee to be paid at time of application (not refundable)	Per application	Council	N	\$355.00	\$370.00
182	Annual	Per application	Council	N	\$1,750.00	\$1,815.00
183	Monthly	Per application	Council	N	\$220.00	\$230.00
184	Single market event	Per application	Council	N	\$180.00	\$187.50



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
185	Busking (Trading: Outdoor Dining & Street Entertainment) LL 2003)					
186	Application Fee to be paid at time of application (not refundable)	Per application	Council	N	\$47.25	\$50.00
187	Licence (Annual)	Per application	Council	N	\$105.00	\$110.00
188	Licence (Monthly)	Per application	Council	N	\$0.00	\$0.00
189	Licence (Weekly)	Per application	Council	N	\$0.00	\$0.00
190	Market License - Use of utilities on Shire reserve annual fee	Per application	Council	Y	\$577.50	\$600.00
191	Markets - venue hire per market occasion	Per hire	Council	Y	N/A	\$400.00
192	Environmental Protection (Noise) Regulations 1997					
193	Application Fee for Approval Under Reg 18(6)(b) (over 60 days)	Per application	Statutory	N	\$1,000.00	\$1,000.00
194	Application Fee for Approval Under Reg 18(6)(b) (under 60 days) (as per 18(7))	Per application	Statutory	N	\$1,250.00	\$1,250.00
195	Application Fee for Approval Under Reg 16AA (Motor Sports Venue) or amendment to approval	Per application	Statutory	N	\$500.00	\$500.00
196	Minor Noise Approval Application	Per application	Council	Y	\$100.00	\$103.50
197	Noise monitoring fee (business hours)	Per hour	Council	Y	\$144.00	\$149.00
198	Noise Monitoring Fee (non standard business hours)	Per hour	Council	Y	\$288.00	\$298.00
199	Food Act 2008 - (Exempted Food Premises; not for profit and community groups)					
200	Fee, Notification of New Food Business or Transfer of Ownership	Per premises	Council	N	\$80.00	\$83.00
201	Registered High Risk Food Premises Annual Fee (or pro rata) non-refundable	Per premises	Council	N	\$715.00	\$740.00
202	Registered Medium Risk Food Premises Annual Fee (or pro rata) non-refundable	Per premises	Council	N	\$360.00	\$372.50
203	Registered Low Risk Food Premises Annual Fee (or pro rata) non-refundable	Per premises	Council	N	\$180.00	\$186.50
204	Registered Food Premises Annual Fee - Very Low Risk	Per premises	Council	N	No Fee	No Fee
205	Second and Subsequent Reassessment or Reinspection	Per premise inspection	Council	N	\$204.00	\$211.00
206	Re-issue, re-print food business registration certificate	Per application	Council	Y	\$42.00	\$43.50
207	Application to Fit Out, Construct or Vary a Food Premises					
208	High Risk	Per premises	Council	N	\$204.00	\$211.00
209	Medium Risk	Per premises	Council	N	\$204.00	\$211.00
210	Low Risk	Per premises	Council	N	\$180.00	\$186.50
211	Food Act 2008 - Notification of Temporary Food Premises (Not for profit and community groups exempted)					
212	Application Fee	Per premises	Council	N	\$75.00	\$77.50
213	Late Fee - <5 Days Notice	Per application	Council	N	\$52.00	\$54.00
214	Supplemental Fees - Hairdressers / Beauty Therapy / Skin Penetration					
215	Initial Notification Fee/Application	Per application	Council	N	\$135.00	\$139.50
216	Septic Plan and approval Search Fee	Per application	Statutory	N	\$84.00	\$84.00
217	Annual inspection fee	Per inspection	Council	N	\$145.00	\$150.00



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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
218	COMMUNITY AMENITIES					
219	Sanitation - Standard Refuse Kerbside Collection Service					
	<i>Collection Charges Section 67 Waste Avoidance and Resource Recovery Act 2007</i>					
220	Waste/Recycle Service (240L Waste bin weekly and 240L recycle bin fortnightly)	Per item	Council	N	\$608.50	\$630.00
221	Waste/Recycle Service (240L Waste bin weekly and 360L recycle bin fortnightly)	Per item	Council	N	\$608.50	\$630.00
222	Replacement Refuse & Recycle Bins 240L	Per item	Council	N	\$135.00	\$139.50
223	Replacement Recycle Bins 360L	Per item	Council	N	\$182.50	\$189.00
224	Repair bin lid, wheel set or RFID Tag	Per item	Council	N	\$0.00	\$0.00
225	Skip bins for pensioners - please contact Council for eligibility. One annually. No charge	Per item	Council	N	\$0.00	\$0.00
226	Sanitation - Refuse Additional Kerbside Collection Services					
227	Additional 240L Waste Service (one additional service per week) Includes additional bin	Per item	Council	N	\$253.16	\$262.00
228	Additional 240L Recycle Service (one additional service per fortnight) Includes additional bin	Per item	Council	N	\$261.26	\$270.50
229	Additional 360L Recycle Service (one additional service per fortnight) Includes additional bin	Per item	Council	N	\$261.26	\$270.50
230	Per Lift Collection Charge for additional lift for Waste Service	Per lift	Council	N	\$5.40	\$5.50
231	Per Lift Collection Charge for additional lift for Recycling Service	Per lift	Council	N	\$9.67	\$10.00
232	Annual Domestic Waste Disposal Pass (properties not offered Kerbside Collection)	Per item	Council	N	\$225.75	\$233.50
233	Sanitation - Premium Bin Services (Chinatown)					
234	Waste/Recycle Premium Bin Service (240L waste bin)	Per item	Council	N	N/A	\$661.50
235	Additional 240L Waste Premium Bin Service (one additional service per week) includes additional bin	Per item	Council	N	N/A	\$275.50
236	Additional 360L Waste Premium Bin Service (one additional service per week) includes additional bin	Per item	Council	N	N/A	\$284.50
237	Per lift collection charge for additional lift for Waste Premium Bin Service	Per lift	Council	N	N/A	\$5.50
238	Per lift collection charge for additional lift for Recycle Premium Bin Service	Per lift	Council	N	N/A	\$11.00
239	Sanitation - Landfill Domestic Refuse Site Charges					
240	Recycling	Per item	Council	N	No Fee	No Fee
241	6 free waste passes for each domestic rates assessment annually.	Per item	Council	N	No Fee	No Fee
242	E-Waste	Per item	Council	N	No Fee	No Fee
243	Commercial quantities of e-waste	Per tonne	Council	Y	\$242.00	\$250.00
244	Per Car, Utility, or Household Trailer (7x5' max) containing clean green waste only arising from domestic and residential premises	Per car, utility or household trailer	Council	N	No Fee	No Fee
245	Per Car, Utility, or Household Trailer (7x5' max) containing domestic refuse only	Per car, utility or household trailer	Council	Y	\$15.00	\$17.50
246	Per Car, Utility, or Household Trailer (7x5' max) containing a mixture of green waste and other refuse	Per car, utility or household trailer	Council	Y	\$20.00	\$22.50
247	Sanitation - Commercial Charges					
248	Minimum charge - Green waste, commercial industrial waste, putrescible waste, scrap metal, concrete, bricks or tiles, sorted timber, fill containing >10% of organic material, wood or pallets	Per tonne	Council	Y	\$15.00	\$17.50
249	Clean green waste	Per tonne	Council	Y	\$97.50	\$102.50
250	Mixed waste (commercial Putrescible Waste includes MRF residuals)	Per tonne	Council	Y	\$146.50	\$152.00
251	Commercial Industrial Inert Waste	Per tonne	Council	Y	\$165.00	\$180.00
252	Not for profit and charitable organisations (please contact Council prior to entry)	Per tonne	Council	Y	\$82.50	\$90.00
253	Compacted mixed waste - (if weighbridge is inoperable)	Per cubic metre	Council	Y	\$93.50	\$97.00
254	Sorted Waste Glass	Per tonne	Council	Y	\$61.00	\$65.00
255	Sorted Waste Steel	Per tonne	Council	Y	\$14.00	\$15.00
256	Sorted Concrete, Bricks or Tiles	Per tonne	Council	Y	\$55.00	\$55.00
257	Sorted Concrete, Bricks or Tiles (reinforced)	Per tonne	Council	Y	\$165.00	\$180.00
258	Sorted Timber, Wood or Pallets	Per tonne	Council	Y	\$146.50	\$152.00
259	Sorted Recycle (cardboard)	Per tonne	Council	Y	\$28.50	\$29.00
260	Sorted Waste Timber, Wood and/or Pallets - (if weighbridge is inoperable)	Per cubic metre	Council	Y	\$29.50	\$30.50
261	Minyirr Buru (in-town) Conservation Park - illegal dumping	Per transaction	Council	N	\$0.00	\$0.00
262	Sanitation - Vehicle Bodies Refuse Site Charges					
263	Per Vehicle	Per item	Council	Y	\$110.00	\$115.00
264	Per Vehicle bodies - with gas tank	Per item	Council	Y	\$245.00	\$255.00
265	Sanitation - Engine Batteries Refuse Site Charges					
266	Batteries all types - each separated to recycling area	Per item	Council	N	No Fee	No Fee
267	Sanitation - Other Animals Refuse Site Charges					
268	Large Animals - horses, cattle, camels, pigs, etc.	Per item	Council	Y	\$92.00	\$95.00
269	Small Domestic Pets - dogs, cats, etc.	Per item	Council	Y	\$24.00	\$25.00
270	Euthanised native animals	Per item	Council	N	No Fee	No Fee
271	Sanitation - Tyres (Unshredded) Refuse Site Charges					
272	Car Tyres - Each/Equivalent Passenger Unit (EPU 1)	Per item	Council	Y	\$15.00	\$15.50
273	Light Truck Tyres - Each/Equivalent Passenger Unit (EPU 2)	Per item	Council	Y	\$30.00	\$31.00
274	Truck Tyres - Each/Equivalent Passenger Unit (EPU 5)	Per item	Council	Y	\$75.50	\$78.00
275	Tractor and Large machinery Tyres - Each/Equivalent Passenger Unit (EPU 9)	Per item	Council	Y	\$136.20	\$141.00
276	Tyres on Rims (plus associated Tyre disposal fee)	Per Tyre	Council	Y	\$10.00	\$11.00
277	Conveyor / Machinery track Belt	Per tonne	Council	Y	\$602.75	\$625.00
278	Sanitation - Liquid Waste Refuse Site Charges					
279	Grease Trap Waste	Per tonne	Council	Y	\$278.75	\$289.00
280	Engine Oil, Cooking Oil or Fat in a 20 Litre Drum (or part thereof)	Per litre	Council	N	\$1.00	\$1.00



Shire of Broome 2025/26 Fees & Charges

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281	Sanitation - Goods For Sale					
282	Mulched Green Waste	Per cubic metre	Council	N	No Fee	No Fee
283	Sanitation - Special Disposal Requirement Waste					
284	Asbestos / Medical / Quarantine Waste	Per tonne	Council	Y	\$325.00	\$350.00
285	Asbestos / Medical / Quarantine Waste - Minimum Charge	Per tonne	Council	Y	\$195.00	\$210.00
286	Drilling Waste - Per tonne - spadeable non compacted	Per tonne	Council	Y	\$30.00	\$100.00
287	Other materials acceptable under a Class 2 Landfill Licence which require special disposal procedures	Per tonne	Council	Y	\$195.00	\$210.00
288	Large/bulky or non-compactable waste	Per tonne	Council	Y	\$325.00	\$350.00
289	Bulky Bins	Per tonne	Council	Y	\$950.00	\$983.00
290	Sanitation - Other Waste Charges					
291	Mattresses - Each	Per item	Council	Y	\$12.50	\$15.00
292	Gas bottles >45kg - Each	Per item	Council	Y	\$12.50	\$12.50
293	200L drum - Each	Per item	Council	Y	\$7.50	\$8.00
294	Buoys - Each	Per item	Council	Y	\$7.50	\$8.00
295	Metal cable	Per tonne	Council	Y	\$136.50	\$141.50
296	Commercial Fluro	Per unit	Council	Y	\$1.00	\$1.00
297	Sanitation - Recycled C&D Waste - Per tonne					
298	Recycled C&D Waste	Per tonne	Council	Y	\$31.00	\$31.00
299	Fines & Penalties					
300	Littering - Fines & Penalties	As per infringement schedule	Council	N	See Infringement	See Infringement
301	Services Provided					
302	Bin supply and collection for organised events and functions - 240Ltr - 1-6 bins	Total	Council	Y	\$1,000.00	\$1,035.00
303	Bin supply and collection for organised events and functions - 240Ltr - 7-15 bins	Total	Council	Y	\$1,350.00	\$1,400.00
304	Septic Tank Fees - Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974					
305	Installation of Apparatus for the Treatment of Sewage	Per application	Statutory	N	\$118.00	\$118.00
306	Issuing of a 'Permit to Use an Apparatus'	Per application	Statutory	N	\$118.00	\$118.00
307	Drainage Headworks Charges					
308	Subdivisions (based on number of lots). Any new lot created by any subdivision, built strata or survey strata in any Planning Zone in the Township of Broome, except in the Cable Beach Tourist Zone and Broome North	Per lot	Council	N	\$1,000.00	\$1,000.00
309	Developments (based on lot area). Any new development on an existing lot in any Planning Zone in the Township of Broome, except for the Cable Beach Tourist Zone, Settlement, General Rural, Rural Agriculture and Rural Living zones, for which the Shire cannot determine if a payment has been made previously. On a \$ per hectare basis	Cost per hectare	Council	N	\$10,000.00	\$10,000.00
310	Subdivisions or development of any lots in the Cable Beach Tourist Development Zone connecting into the existing drainage system in Millington Road and Murray Road. All other lots in this zone connecting into the future Sanctuary Road drainage system will be required to contribute on a proportional discharge basis to the full cost of drainage installation.	Per lot	Council	N	\$20,000.00	\$20,000.00
311	Checking of Engineering Plans on Subdivisions (on per allotment basis)	Per allotment	Council	Y	\$280.00	\$290.00
312	Checking of Engineering Plans on Developments (on per tenement basis)	Per tenement	Council	Y	\$280.00	\$290.00
313	Checking of Landscaping Plans on Subdivisions.	Per subdivision	Council	Y	\$280.00	\$290.00
314	Site Inspections for Public OS and Roadside Landscaping on Subdivision (on per allotment basis) - % of the value of Landscaping and Reticulation.	Per subdivision	Council	N	1.5% of the value of landscaping and reticulation (Plus GST)	1.5% of the value of landscaping and reticulation (Plus GST)
315	Site Inspections for Civil Infrastructure, Roads and Drainage on Subdivision - % of the value of Roadworks and Drainage	Per subdivision	Council	N	1.5% of the value of landscaping and reticulation (Plus GST)	1.5% of the value of landscaping and reticulation (Plus GST)



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
316	Development Application					
317	Design Review Panel member engagement fee - Chair for developments defined as 'Major Development' under LPP 5.24	Per hour	Council	Y	Not applicable	\$325.00
318	Design Review Panel member engagement fee - Panel Member for developments defined as 'Major Development' under LPP 5.24	Per hour	Council	Y	Not applicable	\$250.00
319	Fees for planning services in the Planning and Development Regulations 2009	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
320	Where the estimated cost of development is not more than \$50,000	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
321	Where the estimated cost of development is more than \$50,000 but not more than \$500,000 - % of estimated cost of development	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
322	Where the estimated cost of development is more than \$500,000 but not more than \$2.5 million - \$1,700 plus % for every \$1 in excess of \$500K	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
323	Where the estimated cost of development is more than \$2.5 million but not more than \$5 million - \$7,161 plus % for every \$1 in excess of \$2.5M	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
324	Where the estimated cost of development is more than \$5 million but not more than \$21.5 million - \$12,633 plus % for every \$1 in excess of \$5M	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
325	Where the estimated cost of development is more than \$21.5 million	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
326	When determining an application for development approval where the development has commenced or been carried out	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
327	Development Assessment Panel (DAP) applications					
328	Fees for DAP applications listed in the Planning and Development (Development Assessment Panels) Regulations 2011	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
329	Where the estimated cost of development is less than \$2 million	Per DAP application	Statutory	N	N/A	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
330	Where the estimated cost of development is more than \$2 million but not more than \$7 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
331	Where the estimated cost of development is more than \$7 million but not more than \$10 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
332	Where the estimated cost of development is more than \$10 million but not more than \$12.5 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
333	Where the estimated cost of development is more than \$12.5 million but not more than \$15 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
334	Where the estimated cost of development is more than \$15 million but not more than \$17.5 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
335	Where the estimated cost of development is more than \$17.5 million but not more than \$20 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
336	Where the estimated cost of development is more than \$20 million	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
337	Amendment or cancellation (Reg. 17)	Per DAP application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009



Shire of Broome 2025/26 Fees & Charges

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338	Amending or Cancelling development approval					
339	Application to amend development approval; extend the period within which the development approval must be substantially commenced (extension to term of approval); amend or delete any condition; or cancel development approval, pursuant to section 77 of the deemed provisions.	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
340	Extractive Industry					
341	Determination of development application for an extractive industry	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
342	Determine a development application for an extractive industry where the development has commenced or been carried out - usual fee above plus, by way of penalty, twice that fee.	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
343	Home Occupation Approval Application Fee					
344	Determine an initial application for approval of a home occupation where the home occupation has not commenced	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
345	Determine an initial application for approval of a home occupation where the home occupation has commenced - usual fee above plus, by way of penalty, twice that fee.	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
346	Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
347	Determining an application for the renewal of an approval of a home occupation where the application is made after the approval has expired - usual fee above plus, by way of penalty, twice that fee.	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
348	Application for a Change of Use - Includes Home Business					
349	Determining an application for a change of use or for an alteration or extension or change of a conforming use to which a development application does not apply, where the change or alteration, extension or change has not commenced or been carried out.	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
350	Determining an application for a change of use or for an alteration or extension or change of a conforming use to which a development application does not apply, where the change or alteration, extension or change has commenced or been carried out - usual fee above plus, by way of penalty, twice that fee.	Per development application	Statutory	N	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
351	Miscellaneous Planning Consent Applications					
352	Level C or D Consultation in accordance with LPP 5.14- Public Consultation Planning Matters	Per development application	Statutory	Y	\$585.20	\$585.20
353	Scheme Amendments - At cost based on Schedule 3 of Planning and Development Regulations, minimum fee payable upon submission is \$2,500	Per Scheme Amendment	Statutory	N	As per the maximum fee permissible under Schedule 3, Planning and Development Regulations 2009	As per the maximum fee permissible under Schedule 3, Planning and Development Regulations 2009
354	Local Development Plan's	Per LDP	Statutory	N	As per the maximum fee permissible under Schedule 4, Planning and Development Regulations 2009	As per the maximum fee permissible under Schedule 4, Planning and Development Regulations 2009
355	Structure Plans	Per Structure Plan	Statutory	N	As per the maximum fee permissible under Schedule 4, Planning and Development Regulations 2009	As per the maximum fee permissible under Schedule 4, Planning and Development Regulations 2009
356	Issue of Zoning Certificate	Per zoning certificate request	Statutory	N	As per the maximum fee listed in Part 7, Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Part 7, Schedule 2, Planning and Development Regulations 2009
357	Reply to a property settlement questionnaire	Per reply	Statutory	N	As per the maximum fee listed in Part 7, Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Part 7, Schedule 2, Planning and Development Regulations 2009
358	Issue of written planning advice	Per application for written advice	Statutory	N	As per the maximum fee listed in Part 7, Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Part 7, Schedule 2, Planning and Development Regulations 2009
359	Certificate - Section 40 (Liquor Licence)	Per application	Council	N	\$154.00	\$159.50
360	Clearance - Motor Industry Board	Per clearance request	Council	N	\$154.00	\$159.50
361	Application fee for Access Way Closure	Per request	Council	Y	\$500.00	\$517.50
362	Advertising fee for Access Way Closure	Per request	Council	Y	\$585.20	\$605.50
363	Inspection for Compliance Issues or Audit - Cost plus %	Per request	Council	N	At cost plus 20% plus GST	At cost plus 20% plus GST
364	Public Consultation LPP Holiday House	Flat Fee	Council	Y	\$210.00	\$217.50



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
365	Subdivision Clearance					
366	a) not more than 5 lots - per lot	Per subdivision clearance request	Statutory	N	At cost based on Schedule 2 of the Planning and Development Regulations 2009	At cost based on Schedule 2 of the Planning and Development Regulations 2009
367	b) more than 5 lots and up to 195 lots - \$981 plus per lot fee	Per subdivision clearance request	Statutory	N	At cost based on Schedule 2 of the Planning and Development Regulations 2009	At cost based on Schedule 2 of the Planning and Development Regulations 2009
368	c) more than 195 lots	Per subdivision clearance request	Statutory	N	At cost based on Schedule 2 of the Planning and Development Regulations 2009	At cost based on Schedule 2 of the Planning and Development Regulations 2009
369	Strata Titles Act 1985					
370	Local government Approval under s.23 of the Act	Per request	Statutory	N	As per the maximum fee listed in regulation 170 of the Strata Title (General) Regulations 2019.	As per the maximum fee listed in regulation 170 of the Strata Title (General) Regulations 2019.
371	Preliminary determination by Local Government under s.24 of the Act		Statutory	N	As per the maximum fee listed in regulation 170 of the Strata Title (General) Regulations 2019.	As per the maximum fee listed in regulation 170 of the Strata Title (General) Regulations 2019.
372	Planning and building - Professional Services - Per hour	Per hour	Council	Y	\$169.40	\$175.50
373	Cemetery Fees s63 of the Cemeteries Act 1986, Cemeteries Local Law, 2012					
374	Sinking Fee - Ordinary Grave (1.83m)	Per application	Council	Y	\$790.00	\$817.50
375	Sinking Fee - To an extra depth per metre or part thereof	Per application	Council	Y	\$157.50	\$163.00
376	Sinking Fee - Child 13 years & under	Per application	Council	Y	\$630.00	\$652.00
377	Sinking Fee - Child Stillborn	Per application	Council	Y	\$630.00	\$652.00
378	Grant of Right of Burial (25 Years)	Per application	Council	Y	\$195.00	\$202.00
379	Purchase of Land	Per application	Council	Y	\$790.00	\$817.50
380	Grant of Right of Burial for existing grave prior to the requirement for Grant of Right of Burials being obtained (25 years).	Per application	Council	Y	\$210.00	\$217.50
381	Renewal of Grant of Right of Burial	Per application	Council	Y	\$210.00	\$217.50
382	Transfer of Grant of Right of Burial	Per application	Council	Y	\$105.00	\$108.50
383	Exhumation	Per application	Council	Y	At Cost plus GST	At Cost plus GST
384	Reinterment in same grave (additional charges (e.g. Purchase of Land) will apply if new grave).	Per application	Council	Y	At Cost plus GST	At Cost plus GST
385	Placement of Ashes (includes attendance)	Per application	Council	Y	\$160.00	\$165.50
386	Survey Setup of Plots for Burial or Monument - Per hour	Per hour	Council	Y	\$280.00	\$290.00
387	Other Fees					
388	Funeral Directors Licence - Annual Licence	Per application	Council	Y	\$300.00	\$310.50
389	Permit - Single Funeral	Per application	Council	Y	\$115.00	\$119.00
390	Monumental Masons Licence - Annual Licence	Per application	Council	Y	\$300.00	\$310.50
391	Single permit to erect a monument or headstone	Per application	Council	Y	\$115.00	\$119.50
392	Self-supporting Loan application fee	Per application	Council	N	\$325.00	\$336.50
393	RECREATION AND CULTURE					
394	Book Fees					
395	Lost Books	Per item	Council	Y	Replacement cost + GST	Replacement cost + GST
396	Library Bags	Per unit	Council	Y	\$5.00	\$8.00
397	Earphones	Per unit	Council	Y	\$5.00	\$5.00
398	Replacement library card	Per unit	Council	Y	\$5.00	\$5.00
399	Old books - Max fee	Per unit	Council	N	Range from \$1-\$5	Range from \$1-\$5
400	USB Sticks	Per unit	Council	Y	\$10.00	\$10.00
401	Photocopying					
402	Photocopying - Mono - A4 1 Sided	Per unit	Council	Y	\$0.25	\$0.25
403	Photocopying - Mono - A4 2 Sided	Per unit	Council	Y	\$0.50	\$0.50
404	Photocopying - Mono - A3 1 Sided	Per unit	Council	Y	\$0.50	\$0.50
405	Photocopying - Mono - A3 2 Sided	Per unit	Council	Y	\$1.00	\$1.00
406	Photocopying - Colour - A4 1 Sided	Per unit	Council	Y	\$1.00	\$1.00
407	Photocopying - Colour - A4 2 Sided	Per unit	Council	Y	\$2.00	\$2.00
408	Photocopying - Colour - A3 1 Sided	Per unit	Council	Y	\$2.00	\$2.00
409	Photocopying - Colour - A3 2 Sided	Per unit	Council	Y	\$4.00	\$4.00
410	Telephone charges					
411	Mobile Device Charging - per session	Per session	Council	Y	\$2.00	\$2.00
412	Miscellaneous					
413	Miscellaneous promotional items	Per unit	Council	NA	\$0.00	\$0.00
414	Exam supervision	Per hour	Council	NA	\$29.00	\$29.00
415	SLWA charges for external loan	Per unit	Council	N	\$16.50	\$35.00
416	3-D printing charge - first hour	Per hour	Council	Y	\$10.00	\$10.00
417	3-D printing charge - subsequent hour	Per hour	Council	Y	\$3.00	\$3.00
418	Laminating charge - A4	Per unit	Council	Y	\$2.50	\$2.50
419	Laminating charge - A3	Per unit	Council	Y	\$4.50	\$4.50



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420	Venue Hire Discount					
421	***Venue Hire - Not for profit and eligible community groups receive a 50% discount on venue hire only	Per booking	Council	N	50% fee discount	50% fee discount
422	***Venue Hire - Regular Hirer with minimum of 10 bookings can receive 10% discount off standard rate	Per booking	Council	N	10% fee discount	10% fee discount
423	***Venue Hire for Shire of Broome Community programming	Per booking	Council	N	0 - 100%	0 - 100%
424	***Venue Hire for Rehearsal space for junior NFP organisations (conditions apply)	Per booking	Council	N	N/A	0 - 100%
425	Staffing and Associated Costs					
426	Staffing costs for venue hires - Per hour	Per hour	Council	Y	\$60.00	\$60.00
427	Staffing costs for venue hires - Per Hour - Monday to Friday 8am - 5pm	Per hour	Council	Y	\$55.00	\$55.00
428	Staffing costs for venue hires - Per Hour - Sunday	Per hour	Council	Y	\$78.00	\$78.00
429	Staff call out fee - Per hour	Per hour	Council	Y	\$120.00	\$120.00
430	Security	Per hour	Council	Y	At Cost + 10% Admin Charge plus GST	At Cost plus GST
431	AV Technician	Per hour	Council	Y	At Cost + 10% Admin Charge plus GST	At Cost plus GST
432	Cleaning - 2 hour minimum	Per hour	Council	Y	At Cost + 10% Admin Charge plus GST	At Cost plus GST
433	Civic Marketing					
434	Event Planning/Marketing (Min 2 hours)	Per hour	Council	Y	\$64.50	\$67.00
435	Electronic Direct Mail	Per newsletter	Council	Y	\$65.00	\$67.50
436	Whole Venue Hire					
437	Per Day	Per day	Council	Y	\$4,520.00	\$4,068.00
438	Per Week	Per week	Council	Y	\$17,735.00	\$15,960.00
439	Hourly rate charge if hires go over specified time	Per hour	Council	Y	\$230.00	\$230.00
440	Jimmy Chai Hall and Stage					
441	Per Hour (minimum 4 hours)	Per hour	Council	Y	\$125.00	\$125.00
442	Per day (8am-midnight)	Per day	Council	Y	\$1,245.00	\$1,245.00
443	Weekly (5 day hire)	Per week	Council	Y	\$3,735.00	\$3,735.00
444	Rehearsal Space Per Hour (Min 4 hours - Mon-Wed Only)	Per hour	Council	Y	\$68.50	\$68.50
445	Rehearsal Space Per Day (Mon-Wed Only)	Per day	Council	Y	\$500.00	\$500.00
446	Sammy Room					
447	Per Hour (Minimum 3 Hours)	Per hour	Council	Y	\$50.00	\$51.50
448	Per Day (Maximum 8 Hours)	Per day	Council	Y	\$330.00	\$341.50
449	Pigram Garden Theatre					
450	Per Day (8am - midnight)	Per day	Council	Y	\$560.00	\$560.00
451	Per Week (5 Days: 8am - midnight)	Per week	Council	Y	\$2,575.00	\$2,575.00
452	Per Hour (Minimum 4 Hours)	Per hour	Council	Y	\$80.00	\$80.00
453	Pigram Garden Theatre & Licensed Bar Private event package	Per day	Council	Y	N/A	\$500.00
454	Pigram Garden Theatre - PA	Per day	Council	Y	N/A	\$150.00
455	Kitchen					
456	Commercial - All day charge (Maximum 8 hours)	Per day	Council	Y	\$450.00	\$450.00
457	Per Hour (Minimum 4 Hours)	Per hour	Council	Y	\$58.00	\$58.00
458	Cool Room / Catering Bump In (per day)	Per day	Council	Y	\$55.00	\$57.00
459	Office Space					
460	Office Space	Per day	Council	Y	\$58.00	\$60.00
461	Office Space - per 5 day week	Per week	Council	Y	\$260.00	\$269.00
462	Audio Visual Equipment					
463	Projector	Per day	Council	Y	\$32.00	\$32.00
464	Tripod screen	Per day	Council	Y	\$23.00	\$23.00
465	Damage to AV Equipment - At cost to repair/replace as per quotation(s) plus admin fee %	Per incident	Council	N	At cost to repair/replace as per quotation(s) plus 20% admin charge + GST	At cost to repair/replace as per quotation(s) plus 20% admin charge + GST
466	Additional Equipment (All per day)					
467	Conference lectern	Per day	Council	Y	\$33.00	\$34.00
468	Wired Microphones	Per item/per day	Council	Y	\$33.00	\$34.00
469	DI boxes	Per day	Council	Y	\$45.00	\$46.50
470	External Fx unit	Per day	Council	Y	\$87.00	\$90.00
471	External Compressor	Per day	Council	Y	\$55.00	\$57.00
472	Hazer including fluid	Per day	Council	Y	\$77.00	\$79.50
473	Mobile Hanging Panels	Per item/per day	Council	Y	\$4.50	\$6.00
474	Additional Recoupable Event Equipment	Per item	Council	Y	Cost plus 20% admin fee + GST	Cost plus 20% admin fee + GST
475	Autopoles	Per day	Council	Y	\$73.00	\$75.50
476	Tarkett	Per day	Council	Y	\$50.00	\$51.50
477	Sammy Room Only					
478	Video Conferencing Equipment	Per day	Council	Y	\$32.00	\$33.00
479	Projection & dropdown screen, speakers & microphone	Per day	Council	Y	\$52.00	\$54.00
480	Jimmy Chai Hall - Audio					
481	Projection/Conference Package	Per day	Council	Y	\$110.00	\$115.00
482	PA	Per day	Council	Y	\$150.00	\$155.00
483	Advanced Audio Package	Per day	Council	Y	\$295.00	\$305.00
484	Jimmy Chai Hall - Lighting					
485	Basic white wash (Front of House lighting bar only)	Per day	Council	Y	\$110.00	\$114.00
486	LED package	Per day	Council	Y	\$305.00	\$315.00
487	Full Theatre Package	Per day	Council	N	\$430.00	\$445.00
488	Wireless internet breach of use	Per incident	Council	Y	Cost plus 20% admin fee + GST	Cost plus 20% admin fee + GST
489	Pigram Garden Theatre AV					
490	Audio Package	Per day	Council	Y	\$105.00	\$105.00
491	Pigram Garden lights	Per unit	Council	Y	\$20.00	\$20.00



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492	Event Equipment					
493	Corkage	Per bottle	Council	Y	\$12.00	\$12.00
494	Water package	Per person	Council	Y	\$2.50	\$2.00
495	Glasses	Per unit	Council	Y	\$1.10	\$1.10
496	Crockery package	Per person	Council	Y	\$5.50	\$5.50
497	Conference Crockery Package	Per person	Council	Y	\$2.20	\$2.50
498	Round Tablecloths	Per item/Per day	Council	Y	\$23.00	\$24.00
499	Rectangle Tablecloths	Per item/Per day	Council	Y	\$21.00	\$21.50
500	Cloth Napkin	Per item/Per day	Council	Y	\$2.50	\$2.50
501	Glass Water Dispenser	Per item/Per day	Council	Y	\$21.00	\$21.50
502	Vinyl Dance floor	Per item/Per day	Council	Y	\$52.00	\$54.00
503	Tea, coffee and water	Per item	Council	Y	Cost plus 25% admin fee + GST	Cost plus 25% admin fee + GST
504	Damages					
505	Damage to property, fixtures, fittings and equipment	Per item	Council	N	At cost to repair/replace as per quotation(s) plus 25% Admin Fee	At cost to repair/replace as per quotation(s) plus 25% Admin Fee
506	Box Office Charges					
507	Ticket Prices for Small Shows (Maximum Charge)	Per show	Council	Y	\$0 to \$250	\$0 to \$250
508	Ticket Prices for Large Shows (Maximum Charge)	Per show	Council	Y	\$0 to \$180	\$0 to \$180
509	Staffing charge - box office and phone sales	Per transaction	Council	Y	\$2.10	\$2.20
510	Booking Fee	Per transaction	Council	Y	\$3.00	\$3.50
511	Commission	Per ticket	Council	Y	\$3.00	\$3.50
512	Bonds					
513	Event with Alcohol	Per event	Council	Y	\$1,100.00	\$1,100.00
514	Event without Alcohol	Per event	Council	Y	\$555.00	\$555.00
515	Bond for Sammy Room and bare stage	Per event	Council	Y	\$220.00	\$220.00
516	Cancellation Refunds					
517	21 days prior to the booking	Per event	Council	N	Full Refund	Full Refund
518	14 days prior to the booking	Per event	Council	N	75% Refund	75% Refund
519	7 day prior to the booking	Per event	Council	N	50% Refund	50% Refund
520	48 hours prior to the booking	Per event	Council	N	No Refund	No Refund
521	Cancellation Fee - second event cancellation per financial year	Per event	Council	N	\$50.00	\$51.50
522	Senior Sporting Organisations Training Fees					
523	Football (AFL)	Per session	Council	Y	\$28.00	\$29.00
524	Touch Football	Per session	Council	Y	\$28.00	\$29.00
525	Soccer	Per session	Council	Y	\$14.00	\$14.50
526	Cricket	Per session	Council	Y	\$14.00	\$14.50
527	Rugby	Per session	Council	Y	\$14.00	\$14.50
528	Softball	Per session	Council	Y	\$14.00	\$14.50
529	Senior Sporting Organisations Competition Fees					
530	Sports consisting of more than 15 participants per team	Per team Per game	Council	Y	\$103.00	\$106.50
531	Sports consisting of up to 10 participants per team	Per team Per game	Council	Y	\$20.00	\$20.50
532	Sports consisting of 10-15 participants per team (up to three hours)	Per team Per game	Council	Y	\$32.00	\$33.00
533	Sports consisting of 10 - 15 participants per team (more than three hours playing time)	Per team Per game	Council	Y	\$62.00	\$64.00
534	Haynes Oval Hire					
535	Day Fee (6am - 6pm)	Per day	Council	Y	\$534.60	\$553.50
536	Full Day Fee (6am - midnight)	Per day	Council	Y	\$800.00	\$828.00
537	Hourly fee - then pro rata as per booking requirements	Per hour	Council	Y	\$67.60	\$70.00
538	Hourly fee - half field - then pro Rata as per booking requirements	Per hour	Council	Y	\$33.80	\$35.00
539	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
540	Lighting Fee	Per unit	Council	Y	\$0.55	\$0.60
541	Haynes Oval Kiosk					
542	Not for profit/community per hour then pro rata as per booking requirements	Per hour	Council	Y	\$22.00	\$23.00
543	Not for profit / community - Full day hire	Per day	Council	Y	\$110.00	\$114.00
544	Commercial/government - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$55.00	\$57.00
545	Commercial / government - Full day hire	Per day	Council	Y	\$275.00	\$284.50
546	Bond - Not for profit / community / commercial / government	Per occasion	Council	N	From \$0 - \$5,000 (at discretion of management)	From \$0 - \$5,000 (at discretion of management)
547	Replacement of Lost Key	Per key	Council	Y	Cost plus 20% admin fee + GST	Cost plus 20% admin fee + GST



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
Any Statutory Fees are fees imposed by other Government agencies and are subject to change without notice.

Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
548	Cleaning					
549	Additional cleaning required due to breach in hiring conditions - Cleaning contractor and BRAC staff	Per hour	Council	Y	Cost plus 20% admin fee + GST	Cost plus 20% admin fee + GST
550	Unscheduled cleaning charge at hirers request (Weekdays) - Cleaning contractor and BRAC staff	Per hour	Council	Y	Cost plus 20% admin fee + GST	Cost plus 20% admin fee + GST
551	Damage					
552	Damage to property, fixtures, fittings and equipment - At cost to repair/replace as per quotation(s) plus % admin fee	Per occasion	Council	Y	At cost to repair / replace as per quotation(s) + 20% admin fees + GST	At cost to repair / replace as per quotation(s) + 20% admin fees + GST
553	Inappropriate use of fire safety equipment	Per item	Council	Y	At cost to repair / replace as per quotation(s) + 20% admin fees + GST	At cost to repair / replace as per quotation(s) + 20% admin fees + GST
554	Bonds & Deposits					
555	Venue Bond - Bond requested at the discretion of management	Per occasion	Council	N	From \$0 to \$5,000 (at discretion of management)	From \$0 to \$5,000 (at discretion of management)
556	Key Deposit	Per key	Council	N	\$150.00	\$155.50
557	Swipe Card Deposit - Lighting System	Per card	Council	N	\$20.00	\$20.50
558	Bonds and Deposits	Per occasion	Council	N	From \$0 - \$5,000 (at discretion of management)	From \$0 - \$5,000 (at discretion of management)
559	Father McMahon Sports Field					
560	Day Fee (6am - 6pm)	Per day	Council	Y	\$533.50	\$552.00
561	Full Day Rate (6am - midnight)	Per day	Council	Y	\$800.00	\$828.00
562	Hourly Fee - (without lights) then pro rata as per booking requirement	Per hour	Council	Y	\$67.60	\$70.00
563	Half Field - hourly fee (without lights) then pro rata as per booking requirement	Per hour	Council	Y	\$33.80	\$35.00
564	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
565	Lighting fee - Per unit (based on level of lighting, number of poles lit and associated electricity consumption)	Per unit	Council	Y	\$0.55	\$0.60
566	Joseph Nipper Roe Sports Field					
567	Day Fee (6am - 6pm)	Per day	Council	Y	\$533.50	\$552.00
568	Full Day Rate (6am - midnight)	Per day	Council	Y	\$800.00	\$828.00
569	Hourly Fee - then pro rata as per booking requirement	Per hour	Council	Y	\$67.60	\$70.00
570	Half Field - hourly fee then pro rata as per booking requirement	Per hour	Council	Y	\$33.80	\$35.00
571	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
572	Lighting fee - Per unit (based on level of lighting, number of poles lit and associated electricity consumption)	Per unit	Council	Y	\$0.55	\$0.60
573	Glenn & Pat Medland Pavilion, BRAC Sports Fields - Bonds & Deposits					
574	Bond for access to public toilets - Range depending on type of function/activity - Min \$100	Per occasion	Council	N	From \$0 to \$5,000 (at discretion of management)	From \$0 to \$5,000 (at discretion of management)
575	Bond for access to change room - all groups (per change room) - Ranges depending on type of function/activity - Min \$100	Per occasion	Council	N	From \$0 to \$5,000 (at discretion of management)	From \$0 to \$5,000 (at discretion of management)
576	Glenn & Pat Medland Pavilion, BRAC Sports Fields - Bond for functions and events in undercover area					
577	Not for profit / community / commercial / government - Ranges depending on type of function/activity - Min \$100	Per occasion	Council	N	From \$0 to \$5,000 (at discretion of management)	From \$0 to \$5,000 (at discretion of management)
578	Commercial / private user groups - Ranges depending on type of function/activity - Min \$100	Per occasion	Council	N	From \$0 to \$5,000 (at discretion of management)	From \$0 to \$5,000 (at discretion of management)
579	Glenn & Pat Medland Pavilion, BRAC Sports Fields - Key Bond					
580	Not for profit / community / commercial / government	Per key	Council	N	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee
581	Replacement of Lost Key	Per key	Council	Y	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee
582	Glenn & Pat Medland Pavilion, BRAC Sports Fields - Cleaning					
583	Additional cleaning required due to breach in hiring conditions - Contractor or BRAC staff	Per hour	Council	Y	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee
584	Unscheduled cleaning charge at hirers request - Contractor or BRAC staff	Per hour	Council	Y	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee
585	Glenn & Pat Medland Pavilion, BRAC Sports Fields - Damage					
586	Damage to property, fixtures, fittings and equipment	Per occasion	Council	N	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee
587	Inappropriate use of fire safety equipment	Per item	Council	Y	At cost to replace as per quotation(s) plus 20% Admin fee	At cost to replace as per quotation(s) plus 20% Admin fee



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
588	PAVILION FEES Meeting room only, with use of public toilets					
589	Not for profit / community - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$27.50	\$28.50
590	Not for profit / community - Full day hire	Per day	Council	Y	\$137.50	\$142.50
591	Commercial / government - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$55.00	\$57.00
592	Commercial / government - Full day hire	Per day	Council	Y	\$275.00	\$284.50
593	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
594	PAVILION FEES Kiosk only, with use of public toilets					
595	Not for profit / community - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$27.50	\$28.50
596	Not for profit / community - Full day hire	Per day	Council	Y	\$137.50	\$142.50
597	Commercial / government - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$55.00	\$57.00
598	Commercial / government - Full day hire	Per day	Council	Y	\$275.00	\$284.50
599	PAVILION FEES Undercover Area only (peak time - after 6pm, including lighting), with use of public toilets					
600	Not for profit / community - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$17.00	\$17.50
601	Not for profit / government - Full day hire	Per day	Council	Y	\$85.00	\$88.00
602	Commercial / government / private - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$35.00	\$36.00
603	Commercial / government / private user groups - Full day hire	Per day	Council	Y	\$170.00	\$176.00
604	PAVILION FEES Change Room (per change room)					
605	Not for profit / community - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$13.00	\$13.50
606	Not for profit / community - Full day hire	Per day	Council	Y	\$65.00	\$67.50
607	Commercial / government - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$25.00	\$26.00
608	Commercial / government - Full day hire	Per day	Council	Y	\$127.00	\$131.50
609	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
610	PAVILION FEES Use of full facility					
611	Not for profit / community - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$78.00	\$80.50
612	Not for profit / community - Full day hire	Per day	Council	Y	\$380.00	\$393.50
613	Commercial / government - per hour then pro rata as per booking requirement	Per hour	Council	Y	\$160.00	\$165.50
614	Commercial / government - Full day hire	Per day	Council	Y	\$780.00	\$807.50
615	Bonds and Deposits					
616	Up to 100 people - Up to \$1,000 Between 100 and 200 people - Up to \$2,000 More than 200 people - Up to \$5,000 If the event includes consumption of alcohol, an additional bond will be requested - Additional \$1,000.	Per occasion	Council	N	From \$0 - \$5,000 (at discretion of management)	From \$0 - \$5,000 (at discretion of management)
617	Venue Hire Bond	Per occasion	Council	N	From \$0 - \$5,000 (at discretion of management)	From \$0 - \$5,000 (at discretion of management)
618	Facility Hire and Other Fees					
619	BRAC Staff Member Hire	Per hour	Council	Y	\$40.00	\$41.50
620	BRAC Duty Manager Hire	Per hour	Council	Y	\$42.00	\$43.50
621	BRAC Duty Manager Hire - Public Holiday	Per hour	Council	Y	\$107.00	\$110.50
622	BRAC Staff Member Hire - Public Holiday	Per hour	Council	Y	\$97.00	\$100.50
623	Security guard - Outside of normal BRAC business hours centre supervision and lock up. Recreation centre only.	Per hour	Council	Y	N/A	At cost to repair / replace as per quotation(s) + 20% admin fees + GST
624	Program Fees					
625	New Program Fee	Per session	Council	N	\$0 - \$50	\$0 - \$52.00
626	Social Badminton - Casual	Per session	Council	Y	N/A	\$10.50
627	Social Badminton - Concession/Child	Per session	Council	Y	N/A	\$6.50
628	Social Tennis - Casual	Per session	Council	Y	N/A	\$10.50
629	Social Tennis - Concession/Child	Per session	Council	Y	N/A	\$6.50
630	Social Pickleball - Casual	Per session	Council	Y	N/A	\$10.50
631	Social Pickleball - Concession/Child	Per session	Council	Y	N/A	\$6.50
632	Marketing and Promotions					
633	Promotional Discount Fees	Per entry	Council	N	0 - 100%	0 - 100%
634	Swimming Lesson Charges					
635	Adult 1:1 - per 1/2 hr	Per lesson	Council	N	\$47.00	\$48.50
636	Child 1:1 - per 1/2 hr	Per lesson	Council	N	\$47.00	\$48.50
637	Additional child 1:2 - per half hour lesson	Per lesson	Council	N	\$23.50	\$24.50
638	Parent & Baby	Per lesson	Council	N	\$17.00	\$17.50
639	Pre-school/school age	Per lesson	Council	N	\$17.00	\$17.50



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
640	Aquatic Education					
641	Bronze Medallion	Per course	Council	Y	\$220.00	\$227.50
642	Bronze Requalification	Per course	Council	Y	\$110.00	\$114.00
643	CPR Course	Per course	Council	Y	\$95.00	\$98.50
644	Equipment Hire Inflatables					
645	Inflatable (in addition to normal pool entry)	Per child	Council	Y	\$3.50	\$3.50
646	Inflatable Hire - Private - Per hour (includes lifeguard and 10 x child entry)	Per hour	Council	Y	\$198.00	\$198.00
647	Inflatable Hire Public holiday	Per hour	Council	Y	\$310.00	\$310.00
648	Inflatable Hire Schools	Per hour	Council	Y	\$160.00	\$160.00
649	Admission Fees and Memberships - General Entry					
650	Single Entry - Pool - Child	Per entry	Council	Y	\$4.00	\$4.00
651	Single Entry - Pool - Concession	Per entry	Council	Y	\$4.00	\$4.00
652	Single Entry - Pool - Family	Per entry	Council	Y	\$16.50	\$16.50
653	Single Entry - Pool - Adult/Child/Concession - Promotional passes programmed event, at discretion of the CEO	Per entry	Council	N	100% Discount	100% Discount
654	Single Entry - Pool	Per adult	Council	Y	\$6.00	\$6.00
655	Child 10 visit pass - Pool only	Per pass	Council	Y	\$36.00	\$36.00
656	Child 20 visit pass - Pool only	Per pass	Council	Y	\$72.00	\$72.00
657	Child 30 visit pass - Pool only	Per pass	Council	Y	\$108.00	\$108.00
658	Concession 20 visit pass - Pool only	Per pass	Council	Y	\$72.00	\$72.00
659	Concession 30 visit pass - Pool only	Per pass	Council	Y	\$108.00	\$108.00
660	Adult 10 Visit Pass - Pool only	Per pass	Council	Y	\$54.00	\$54.00
661	Adult 20 visit pass - Pool only	Per pass	Council	Y	\$108.00	\$108.00
662	Adult 30 visit pass - Pool only	Per pass	Council	Y	\$162.00	\$162.00
663	Family 10 visit pass - Pool only	Per pass	Council	Y	\$148.50	\$148.50
664	Family 20 visit pass - Pool only	Per pass	Council	Y	\$297.00	\$297.00
665	Family 30 visit pass - Pool only	Per pass	Council	Y	\$445.50	\$445.50
666	School entry	Per entry	Council	Y	\$4.00	\$4.00
667	Spectator Adult	Per entry	Council	Y	\$2.00	\$2.00
668	Spectator Child School Aged Child (under 5 free)	Per entry	Council	Y	\$1.00	\$1.00
669	Adult - 1 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$59.50	\$61.00
670	Adult - 3 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$162.00	\$166.00
671	Adult - 6 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$300.00	\$307.50
672	Adult - 12 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$572.00	\$586.50
673	Child - 1 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$36.00	\$37.00
674	Child - 3 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$92.50	\$95.00
675	Child - 6 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$180.00	\$184.50
676	Child - 12 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$345.00	\$353.50
677	Concession - 1 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$36.00	\$37.00
678	Concession - 3 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$92.50	\$95.00
679	Concession - 6 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$180.00	\$184.40
680	Concession - 12 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$345.00	\$353.50
681	Family - 1 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$108.00	\$111.00
682	Family - 3 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$318.00	\$326.00
683	Family - 6 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$622.00	\$637.50
684	Family - 12 month - Pool access - SWIMMING ONLY - Programs not included	Per membership	Council	Y	\$1,215.00	\$1,245.00



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
685	Admission Fees and Memberships - Multi-Card					
686	Adult 10 visit pass - Group fitness (aqua/circuit/Adult swim squad)	Per pass	Council	Y	\$112.50	\$117.00
687	Adult 20 visit pass - Group fitness (aqua/circuit/Adult swim squad)	Per pass	Council	Y	\$225.00	\$234.00
688	Adult 30 visit pass - Group fitness (aqua/circuit/Adult swim squad)	Per pass	Council	Y	\$337.50	\$351.00
689	Concession 10 visit pass - Group fitness (aqua/circuit/Adult swim squad)	Per pass	Council	Y	\$76.50	\$81.00
690	Concession 20 visit pass - Group fitness (aqua/circuit/Adult swim squad)	Per pass	Council	Y	\$153.00	\$162.00
691	Concession 30 visit pass - Group fitness (aqua/circuit/Adult swim squad)	Per pass	Council	Y	\$229.50	\$243.00
692	Admission Fees and Memberships - 12 Month Access Card					
693	Adult - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$107.00	\$110.50
694	Adult - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$290.00	\$300.00
695	Adult - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$545.00	\$564.00
696	Adult - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$1,035.00	\$1,071.00
697	Child - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$55.00	\$57.00
698	Child - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$140.00	\$145.00
699	Child - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$272.00	\$281.50
700	Child - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$515.00	\$533.00
701	Concession - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$55.00	\$57.00
702	Concession - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$140.00	\$145.00
703	Concession - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$272.00	\$281.50
704	Concession - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$515.00	\$533.00
705	Family - 1 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$162.00	\$167.50
706	Family - 3 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$481.00	\$498.00
707	Family - 6 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$942.00	\$975.00
708	Family - 12 month - Full facility access (pool, aqua, tennis/ squash, shootaround, creche)	Per membership	Council	Y	\$1,840.00	\$1,904.50
709	Admission Fees and Memberships - Aqua Fit Class Fees					
710	Facility Hire & Other Fees					
711	Lane hire - restricted times - Hourly fee then pro rata as per booking requirement	Per hour	Council	Y	\$26.00	\$27.00
712	Venue - aquatic only plus additional cost for each staff required - Per hour - Exclusive use requires CEO approval	Per hour	Council	Y	\$635.00	\$657.00
713	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
714	Cleaning post event BRAC - Cleaning contractor and BRAC staff	Per hour	Council	Y	\$75.00	Cost plus 20% Admin Fee + GST
715	Large Grandstand hire	Per day	Council	Y	\$435.00	\$450.00
716	Grandstand hire (small)	Per day	Council	Y	\$75.00	\$77.50
717	BRAC RFID Membership tag replacement	Per tag	Council	Y	\$2.00	\$2.00
718	Indoor Stadium					
719	Indoor court hire Casual - Per hour then pro rata as per booking requirement	Per hour	Council	Y	\$30.00	\$31.00
720	Indoor court hire Club - Per hour then pro rata as per booking requirement	Per hour	Council	Y	\$16.00	\$16.50
721	Indoor court hire School - Per hour then pro rata as per booking requirement	Per hour	Council	Y	\$16.00	\$16.50
722	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
723	Club Storage in season charge - annual charge (Large Area)	Per annum	Council	Y	\$170.00	\$176.00
724	Club Storage in season charge - annual charge (Small Area)	Per annum	Council	Y	\$115.75	\$120.00
725	Outdoor Basketball / Netball Courts					
726	Outdoor court hire Casual - Per hour then pro rata as per booking requirement	Per hour	Council	Y	\$30.00	\$31.00
727	Outdoor court hire Club - Per hour then pro rata as per booking requirement	Per hour	Council	Y	\$18.00	\$18.50
728	Outdoor court hire School - Per hour then pro rata as per booking requirement	Per hour	Council	Y	\$18.00	\$18.50
729	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
730	Club Storage in Season (Large Area)	Per annum	Council	Y	\$170.00	\$176.00
731	Club Storage in Season (Small Area)	Per annum	Council	Y	\$116.30	\$120.50
732	Badminton/Table Tennis Fees					
733	Per court - Per Hour then pro rata as per booking requirement	Per hour	Council	Y	\$18.50	\$19.00
734	Mixed Floorball					
735	Floorball Nominations Fee	Per team Per week	Council	Y	\$4.00	\$4.00
736	Floorball Weekly Games Fee	Per person Per week	Council	Y	\$11.00	\$11.50
737	Floorball Weekly Team Fee	Per team Per week	Council	Y	\$50.00	\$51.50
738	Mixed Netball Fees					
739	Mixed Netball Nominations Fee	Per team Per week	Council	Y	\$4.00	\$4.00
740	Mixed Netball Weekly Games Fee	Per person Per week	Council	Y	\$11.00	\$11.50
741	Mixed Netball Weekly Team Fee	Per team Per week	Council	Y	\$70.00	\$72.50



Shire of Broome 2025/26 Fees & Charges

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Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
742	Volleyball					
743	Volleyball Nomination Fee	Per team Per week	Council	Y	\$4.00	\$4.00
744	Volleyball Weekly Game Fee	Per person Per week	Council	Y	\$11.00	\$11.50
745	Volleyball Weekly Team Fee	Per team Per week	Council	Y	\$60.00	\$62.00
746	Group Fitness					
747	Group Fitness Casual	Per session	Council	Y	\$12.50	\$13.00
748	Group Fitness Class - Concession/child	Per session	Council	Y	\$8.50	\$9.00
749	Adult Squad	Per session	Council	Y	\$12.50	\$13.00
750	Adult Squad - Concession/child	Per session	Council	Y	\$8.50	\$9.00
751	General New Programmes	Per session	Council	Y	\$12.50	\$13.00
752	Private Group Fitness Class - Schools and Private Bookings	Per session	Council	Y	\$135.00	\$139.50
753	Squash Fees					
754	Court hire casual per hour then pro rata as per booking requirement	Per hour	Council	Y	\$20.00	\$20.50
755	Court hire club night per hour then pro rata as per booking requirement	Per hour	Council	Y	\$17.00	\$17.50
756	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
757	Court hire school per hour then pro rata as per booking requirement	Per hour	Council	Y	\$17.00	\$17.50
758	Court hire club member casual use per hour then pro rata as per booking requirements	Per hour	Council	Y	\$18.00	\$18.50
759	Tennis Fees					
760	Court hire casual per hour then pro rata as per booking requirement	Per hour	Council	Y	\$21.50	\$23.00
761	Court hire club day/night per hour then pro rata as per booking requirement	Per hour	Council	Y	\$15.00	\$17.00
762	Court hire school per hour then pro rata as per booking requirement	Per hour	Council	Y	\$16.00	\$17.00
763	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
764	Pickleball court hire - Casual per hour then pro rata as per booking requirement	Per hour	Council	Y	\$18.50	\$19.50
765	Pickleball court hire school per hour then pro rata as per booking requirements	Per hour	Council	Y	N/A	\$17.00
766	Pickleball court hire club day/night per hour then pro rata as per booking requirement	Per hour	Council	Y	\$13.00	\$14.00
767	Sports Equipment					
768	Equipment Hire - Floorball rink. School and Private use	Per session	Council	Y	\$24.00	\$25.00
769	Equipment Hire - Floorball sticks per team. School and Private use	Per session	Council	Y	\$16.50	\$17.00
770	Equipment hire - Floorball balls. Five balls. School and Private use	Per session	Council	Y	\$11.00	\$11.50
771	Crèche Fees					
772	1 child for 1.5 hours	Per session	Council	Y	\$6.50	\$6.50
773	1 child for 1.5 hours - additional child	Per session	Council	Y	\$3.25	\$3.25
774	Creche Multi pass - 10 visits (1 child)	Per pass	Council	Y	\$58.50	\$58.50
775	Stadium Fees					
776	Hire of Broome Recreation & Aquatic Centre	Per day	Council	Y	\$2,950.00	\$3,053.00
777	Individual entry to stadium - adult 18 yrs. +	Per hour	Council	Y	\$6.50	\$6.50
778	Individual entry to stadium - child 5 - 18 yrs.	Per hour	Council	Y	\$4.50	\$4.50
779	Half Stadium Hire for Non Sport Activities - Per hour then pro rata as per booking requirement - Not For Profit / Community	Per hour	Council	Y	\$39.50	\$41.00
780	Half Stadium Hire for Non Sport Activities - Per hour then pro rata as per booking requirements- Commercial / Government	Per hour	Council	Y	\$79.00	\$82.00
781	Full Stadium Hire for Non Sport Activities - Per hour then pro rata as per booking requirements - Not For Profit / Community	Per hour	Council	Y	\$74.00	\$76.50
782	Full Stadium Hire for Non Sport Activities - Per hour then pro rata as per booking requirements - Commercial / Government	Per hour	Council	Y	\$158.00	\$163.50
783	Stadium - Non-Sporting Events - Hire, laying and removal of the protective floor coverings by BRAC staff. Recommended for non sporting events.	Per event	Council	Y	\$810.00	\$838.50
784	Half Stadium Hire for Non Sport Activities - Not For Profit / Community	Per day	Council	Y	\$198.00	\$205.00
785	Full Stadium Hire for Non Sport Activities - Not For Profit / Community	Per day	Council	Y	\$395.00	\$409.00
786	Indoor half court hire - per hour then pro rata as per booking requirements	Per hour	Council	Y	\$14.60	\$15.00
787	Stadium Fees Outside Courtyard Area - restricted for use for private functions and must be cleared with Centre Manager (limited access to area due to club facilities) This applies to the paved area adjacent to the sports courts.					
788	Not for Profit / Community	Per hour	Council	Y	\$25.12	\$26.00
789	Not for Profit / Community	Per day	Council	Y	\$125.60	\$130.00
790	Commercial / Government	Per hour	Council	Y	\$50.20	\$52.00
791	Commercial / Government	Per day	Council	Y	\$250.95	\$259.50



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
Any Statutory Fees are fees imposed by other Government agencies and are subject to change without notice.

Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
792	Stadium Fees Grounds - Lawn Area adjacent to the stadium and tennis courts. Does not include BRAC club, clubhouse or bar facilities					
793	Not for Profit / Community - Per hour then pro rata as per booking requirements	Per hour	Council	Y	\$23.62	\$24.50
794	Not for Profit / Community	Per hour	Council	Y	\$118.16	\$122.50
795	Commercial / Government - Per hour then pro rata as per booking requirements	Per hour	Council	Y	\$47.25	\$49.00
796	Commercial / Government	Per hour	Council	Y	\$236.24	\$244.50
797	Multipurpose Room Hire Fees					
798	Not for Profit / Community - Per hour then pro rata as per booking requirements	Per hour	Council	Y	\$34.00	\$35.00
799	Not for Profit / Community	Per Day	Council	Y	\$170.00	\$176.00
800	Commercial / Government - Per hour then pro rata as per booking requirements	Per hour	Council	Y	\$50.00	\$51.50
801	Commercial / Government	Per day	Council	Y	\$250.00	\$259.00
802	Junior Sport Venue Hire Fee - For incorporated volunteer and not for profit Broome organisations only.	Per hour	Council	Y	N/A	\$0.00
803	School Holiday Program					
804	School Holiday Program - Per morning/afternoon session (4 hours each)	Per session	Council	Y	\$27.50 - \$60.00	\$27.50 - \$60.00
805	Events Dash & Splash					
806	Adult Entry	Per event	Council	Y	\$15.50	\$16.00
807	Adult Entry	Per series	Council	Y	\$40.00	\$41.50
808	Child Entry	Per event	Council	Y	\$10.50	\$11.00
809	Child Entry	Per series	Council	Y	\$26.50	\$27.50
810	Events BRAC to Beach					
811	Adult Entry	Per event	Council	Y	\$25.00	\$26.00
812	Child Entry	Per event	Council	Y	\$15.00	\$15.50
813	Family Entry	Per event	Council	Y	\$65.00	\$67.50
814	Recreation Centre - Adult					
815	Guest of a Member - Adult	Per hour	Council	Y	\$6.50	\$6.50
816	Guest of a Member - Child	Per hour	Council	Y	\$4.50	\$4.50
817	Recreation Centre - Child					
818	Recreation Centre - Concession					
819	Guest of a Member - Adult	Per hour	Council	Y	\$6.50	\$6.50
820	Guest of a Member - Child	Per hour	Council	Y	\$4.50	\$4.50
821	Admission Fees and Memberships					
822	Guest of a Member - Adult	Per hour	Council	Y	\$4.50	\$4.50
823	Guest of a Member - Adult	Per hour	Council	Y	\$6.50	\$6.50
824	TRANSPORT					
825	Carparking Contributions					
826	Where Council accepts cash-in-lieu of parking on-site, the developer shall pay per bay for the construction costs of a car bay. Per bay cost plus land costs where appropriate.	Per Bay	Council	N	\$10,000.00	\$15,000.00
827	Footpath Contributions					
828	Footpath (2 metres wide on one side)	Per Metre	Council	Y	\$275.00	\$300.00
829	Reimbursements					
830	Crossovers Rebate Paid	Per Crossover	Council	N	\$1,000.00	\$1,000.00
831	Deposits					
832	A refundable deposit is also required from the Contractor or owner for transportation of any dwelling, other building or oversize loads on Shire roads. Only designated routes will be approved with conditions applied for damage to Shire property. The bond will cover any damage to road signs, trees or other Shire property which may be caused during transportation.	Each	Council	N	\$10,500.00	\$10,500.00



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
Any Statutory Fees are fees imposed by other Government agencies and are subject to change without notice.

Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
833	ECONOMIC SERVICES					
834	Parking Fines					
835	Parking Fines	As Per infringement schedule	Council	N	See Infringement	See Infringement
836	CARAVAN PARK & ACCOMMODATION FEES Caravan Parks					
837	Application for grant or renewal of licence	Per application	Statutory	N	\$6 per long stay; \$6 per short stay; \$3 per campsite (Minimum \$200)	\$6 per long stay; \$6 per short stay; \$3 per campsite (Minimum \$200)
838	Caravan Park Inspection Fee	Per application	Council	N	\$135.00	\$139.50
839	Additional fee for renewal after expiry	Per application	Statutory	N	\$20.00	\$20.00
840	Transfer of licence	Per licence	Statutory	N	\$100.00	\$100.00
841	Overflow Caravan Park Temporary Licence - Per site	Per application	Statutory	N	\$1.50	\$1.50
842	Overflow Caravan Park Temporary Licence - Minimum Fee	Per application	Council	N	\$105.00	\$108.50
843	Fee to construct a structure in a Caravan Park	Per application	Council	N	\$175.00	\$181.00
844	Fee for approval to camp other than in a caravan park	Per application	Council	N	\$105.00	\$108.50
845	Daily fee per RV per day in approved RV overflow areas (3 day max)	Per application	Council	N	\$21.00	\$21.50
846	Other Fees and Charges					
847	Overhead Banner for government & other organisations	Per application	Council	Y	\$730.00	\$755.50
848	Overhead Banner Non-Profit and Broome Community Rate	Per application	Council	Y	\$370.00	\$383.00
849	Pole Banners for government & other organisations	Per application	Council	Y	\$100.00	\$103.50
850	Pole Banners Non-Profit and Broome Community Rate	Per application	Council	Y	\$47.50	\$49.00
851	Building Fees					
852	Fees for Building Services listed in Schedule 2, Building Regulations 2012		Statutory	N	Fees for Building Services listed in Schedule 2, Building Regulations 2012	Fees for Building Services listed in Schedule 2, Building Regulations 2012
853	Fees for Building Services Levy listed in Part 3 Building Services (Complaint Resolution and Administration) Regulations 2011		Statutory	N	Fees for Building Services Levy listed in Part 3 Building Services (Complaint Resolution and Administration) Regulations 2011	Fees for Building Services Levy listed in Part 3 Building Services (Complaint Resolution and Administration) Regulations 2011
854	Building and Construction Industry Training Levy Act 1990.		Statutory	N	Building and Construction Industry Training Levy Act 1990	Building and Construction Industry Training Levy Act 1990
855	Swimming Pool Charges Fees for Swimming Pools listed in Division 2 Private Swimming Pools of the Building Regulations 2012					
856	Swimming Pool Inspection Annual Charge. Periodic inspection program including compliance inspection every four years, and any re-inspections required where a non-compliant barrier is detected. As per Reg 53A(3) Building Regulations 2012	Per pool, annually	Statutory	N	\$78.00	\$78.00
857	Pool Barrier Inspection(s) and Certificate for new pool barriers. As per Reg 53A(2) Building Regulations 2012		Statutory	N	\$312.00	\$312.00
858	Miscellaneous Building Fees					
859	Copy of Building Plans - Class 1 and 10: fee plus copy costs		Council	Y	\$109.00	\$113.00
860	Copy of Building Plans - Class 2-9 - plus Copy costs. If time exceeds 2 hours additional \$65/hr will apply		Council	Y	\$190.00	\$196.50
861	Request for Building Certificates - CDC(Cert. of Design Compliance), CCC(Cert. of Construction Compliance), CBC(Cert. of Building Compliance).		Council	Y	0.1% of the value of work with a minimum fee of \$520	0.1% of the value of work with a minimum fee of \$538
862	OTHER PROPERTY & SERVICES					
863	Private Works					
864	Private Works - including materials, sub-contractors, plant hire (including operation and fuel) and labour	Each	Council	N	At full cost recovery incl. on cost & overheads (plus 20% Admin Fee + GST)	At full cost recovery incl. on cost & overheads (plus 20% Admin Fee + GST)
865	Private Works - including materials, sub-contractors, plant hire (including operation and fuel) and labour - Works	Each	Council	N	At full cost recovery incl. on cost & overheads (plus 20% Admin Fee + GST)	At full cost recovery incl. on cost & overheads (plus 20% Admin Fee + GST)
866	Private Works - Signage					
867	Blue and White Directional Signs - Initial Establishment Fee	Each	Council	Y	\$400.00	\$414.00
868	Blue and White Directional Signs - Annual Fee	Each	Council	Y	\$100.00	\$103.50
869	Information Bay Advertising Sign - Establishment Fee	Each	Council	Y	\$400.00	\$414.00
870	Information Bay Advertising Sign - Annual Fee	Each	Council	Y	\$100.00	\$103.50
871	Permits to access closed or restricted roads for commercial vehicles	Each	Council	Y	\$150.00	\$155.50
872	Engineering Office Hire Out					
873	Engineering Survey, Design and Drafting	Per Hour	Council	Y	\$270.00	\$290.00
874	Engineering Inspections for Third Party Service Authorities	Per Hour	Council	Y	\$270.00	\$290.00
875	Assessment and Approval of Works in SOB Reserves including Review of Traffic Management <\$50,000	Per Hour	Council	Y	\$270.00	\$290.00
876	Assessment and Approval of Works in SOB Reserves including Review of Traffic Management >\$50,000	Per Hour	Council	Y	\$270.00	\$290.00
877	Review and Approval of Traffic Management Plans for Events	Per Hour	Council	Y	\$270.00	\$290.00



Shire of Broome 2025/26 Fees & Charges

All fees and charges imposed by the Shire of Broome are effective 01 July 2025.
Any Statutory Fees are fees imposed by other Government agencies and are subject to change without notice.

Line number	Fee	Base of Fees	Fee Type (Council / Statutory)	GST Y / N	2024/25 Fee	2025/26 Fee
878	Banking and Financial Fees					
879	Sundry Debtor Penalty Interest	Per annum, calculated daily	Council	N	11%	11%
880	Dishonoured Payment (Cheques, Direct Debits, etc) Bank Fee	Per issue	Council	N	Actual cost	Actual cost
881	Freedom of Information Requests					
882	FOI Search requests - Application fee	Per application	Statutory	N	\$30.00	\$30.00
883	FOI Staff	Per hour	Statutory	N	\$30.00	\$30.00
884	FOI Actual Costs to Prepare Copies of Tape, Film, Computerised Records / Information, Delivery, Packaging and Posting	Per actual costs	Statutory	N	Actual Costs	Actual Costs
885	Photocopying Fees					
886	Photocopy A4 - Rate per copy - black & white	Per page	Council	Y	\$0.40	\$0.50
887	Photocopy A3 - Rate per copy - black & white	Per page	Council	Y	\$0.60	\$0.65
888	Number Plate Sales					
889	Special Series Number Plates	Per application	Council	Y	\$360.00	\$372.50
890	Key Deposit					
891	Key Deposit Fee	Per key	Council	Y	\$50.00	\$50.00
892	EVENTS					
893	Venue Accounts					
894	Father McMahon Sports Field	Per account	Council	Y	\$70.00	\$72.50
895	Joseph Nipper Roe Sports Field	Per account	Council	Y	\$70.00	\$72.50
896	Event Application Fees by category:					
897	Booking Fee - online booking (SpacetoCo)	Per application	Council	N	\$30.00	\$31.00
898	Low Impact Event	Per application	Council	N	\$120.00	\$124.00
899	Medium Impact Event	Per application	Council	N	\$360.00	\$372.50
900	High impact event (includes inspection fee and temporary public building fees)	Per application	Council	N	\$1,200.00	\$1,242.00
901	Public notification road closure for event (Advertising)	Per application	Council	N	\$370.00	\$383.00
902	Major Impact Event (includes inspection fee and temporary public building fees)	Per application	Council	N	\$2,000.00	\$2,070.00
903	Fee penalty for late application and/or late receipt of complete event documentation. Should an event application or completed documentation be submitted when more than 50% of the timeframe for approval in the event impact matrix has elapsed (i.e. the application and all documentation required to approve the permit is submitted 14 days before an event with a 30 days timeframe for approval) a penalty fee of 100% of the application fee shall be applied.	Per application	Council	N	100% Loading	100% Loading
904	Fireworks Application Fee	Per application	Council	N	\$160.00	\$165.50
905	Venue Hire Exclusive Use: Shire Parks and Reserves					
906	Half Day Fee hire rate maximum 6 hours inc bump in-bump out (power included)	Per application	Council	Y	\$440.00	\$455.50
907	Full Day Fee hire rate over 6 hours (less than 24 hours) inc bump in-bump out (power included)	Per application	Council	Y	\$790.00	\$817.50
908	Half Day Fee - Min hire rate 6 hours inc bump in-bump out (power NOT included)	Per application	Council	Y	\$265.00	\$274.50
909	Full Day Fee hire rate over 6 hours (less than 24 hours) - (power NOT included)	Per application	Council	Y	\$495.00	\$512.50
910	Venue Hire Exclusive Use: Shire land other than parks and reserves					
911	Half Day Fee hire rate maximum 6 hours inc bump in-bump out	Per application	Council	N	\$500.00	\$517.50
912	Full Day Fee hire rate over 6 hours (less than 24 hours) inc bump in-bump out	Per application	Council	N	\$750.00	\$776.00
913	Venue Fees Exclusive Use - Bond					
914	Low Impact Event	Per application	Council	N	\$200.00	\$207.00
915	Medium Impact Event	Per application	Council	N	\$500.00	\$517.50
916	High & Major Impact Events	Per application	Council	N	\$1,000.00	\$1,035.00
917	Venue Fees Cancellation					
918	Cancellation: >14 days prior to the booking	Per application	Council	N	Full Refund	Full Refund
919	Cancellation 14 to 7 days prior to the booking	Per application	Council	N	50%	50% Refund
920	Cancellation less than 7 days notice	Per application	Council	N	\$0.00	No Refund
921	Damage to property, fixtures, fittings and equipment.	Per application	Council	N	As quoted	As quoted
922	Application and Venue Hire Fees Exclusive Use - Parks & Reserves - Discount					
923	Charitable, Non-profit and Community organisations which are based in Shire of Broome and event held has Free entry	Per application	Council	N	100% fee discount	100% fee discount
924	Charitable, Non-profit and Community organisations based in Shire of Broome event held has Entry Fees charged	Per application	Council	N	50% fee discount	50% fee discount
925	Events exempted through Council decision	Per application	Council	N	\$0.00	\$0.00
926	Venue Fees - Miscellaneous					
927	Marking of reticulation and electricity	Per hour	Council	Y	\$155.00	\$160.50

9.4.4 MINUTES AND RECOMMENDATIONS FROM THE AUDIT AND RISK COMMITTEE MEETING HELD 8 APRIL 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is requested to consider the recommendations of the Audit and Risk Committee to adopt the budget amendments proposed through the 3rd Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 March 2025, and to receive the progress update of the 2024 audit findings.

BACKGROUND

Item 5.1 3rd Quarter Finance And Costing Review 2024-25

Previous Considerations

SMC	22 August 2024	Item 5.4.1
ARC	29 October 2024	Item 5.1
OMC	31 October 2024	Item 13.1
ARC	18 February 2025	Item 5.2
OMC	27 February 2025	Item 9.4.6
ARC	8 April 2025	Item 5.1

The Shire of Broome has carried out its 3rd Quarter Finance and Costing Review (FACR) for the 2024-25 financial year. This review of the 2024-25 Annual Budget is based on actuals and commitments for the first 9 months of the year from 1 July 2024 to 31 March 2025, and forecasts for the remainder of the financial year.

This process aims to highlight over and under expenditure of funds, and over and under achievement of income targets for the benefit of Executive and Responsible Officers to ensure good fiscal management of their projects and programs.

Once this process is completed, a report is compiled identifying budgets requiring amendments to be adopted by Council. Additionally, a summary provides the financial impact of all proposed budget amendments to the Shire of Broome's adopted end-of-year forecast, to assist Council to make an informed decision.

It should be noted that the 2024-25 annual budget was adopted at the Special Meeting of Council on 22 August 2024 as a balanced budget.

The Quarter 3 FACR commenced on 20 March 2025. At the start of the Q3 FACR, a net deficit of \$87,619 was forecast arising from past budget amendments adopted by Council, including the Quarter 1 and Quarter 2 FACR's, and amendments stemming from Council's

adoption of the Final 2024 Audit in December 2024. These amendments resulted in an adjusted opening deficit of \$87,619.

Significant amendments approved through the FACR processes to date include:

- \$172,000 additional income at the Waste Management Facility offset by a \$100,000 increase in costs (primarily related to dry hire excavator costs required due to BOMAG repairs) resulting in a \$72,000 transfer to the Regional Resource Recovery Park Reserve.
- \$120,000 decrease to salary accounts in the Ranger Operations business unit with a corresponding \$120,000 increase to fund relief staff required due to vacancies.
- \$93,984 reduction in insurance costs as the actual premiums received were lower than forecast.
- \$88,525 increased income via developer contributions which have been quarantined in reserve for future footpath and drainage works.
- \$85,393 savings in salary allocations for A Sporting Chance due to the program being wound up (refer 12 December 2024 OMC Item 9.1.1).
- \$81,600 increase in expense to engage contractors for the preparation of the 2025/26 annual budget and to review Council's Long Term Financial Plan.
- \$80,000 reduction in loan fees and adjustments due to the delayed draw down of the Key Worker Housing Loan.
- \$77,000 loss of interest income due to the delayed issue of rates notices following late budget adoption coupled with less grant funding being held in the municipal bank account.
- \$70,000 additional income from planning and building fees. This increase stems largely from increased solar applications.

Item 5.2 Progress Update - Audit Findings Progress Report

Previous Considerations

2022/2023 Final Audit Management Report

The Shire's Final Audit Management Report for the 2022/2023 financial year was received by Council at the SMC 21 December 2023.

An update of the progress of audit findings contained in the Shire's 2023 Final Audit Management Report was received by the Audit and Risk Committee (ARC) at the ARC meeting held 22 April 2024 with updates subsequently provided at the August and October ARC meetings.

2023/2024 Interim Audit Management Report

The Shire's Interim Audit was conducted by RSM Australia (RSM) on behalf of the Office of the Auditor General (OAG) in April 2024. The Interim Audit Management Report was received by the Audit and Risk Committee at the ARC meeting held 28 August 2024 with updates subsequently provided at the October ARC meeting.

2024 Performance Audit – Local Government Physical Security of Server Room Assets (Emerging Findings)

A Performance Audit of 16 non-metropolitan local government entities was undertaken by the OAG to assess the management of local government physical ICT assets to protect them from physical and environmental hazards. Each local government received an

Emerging Findings Letter which contained specific findings to the local government and a Summary of Findings Report which was tabled in State Parliament under sections 24 and 25 of the *Auditor General Act 2006*.

The Emerging Findings Letter and Summary of Findings Report were received by the ARC at the ARC meeting held 28 August 2024 with updates subsequently provided at the October ARC meeting.

Progress Update – Audit Reports

The Audit and Risk Committee received an update on the status of all three audit findings at the ARC meeting held 28 August 2024. Of the 22 findings, 10 were completed, 6 were in progress, and 6 were overdue.

A subsequent progress update was provided at the ARC meeting held 29 October 2024. Of the 22 findings, 14 were completed, 3 were in progress, and 5 were overdue.

It is worth noting that two of the findings in progress address the same issue. This issue was recorded in two separate audit reports because it remained overdue at the time of the second audit (2023/2024 Interim Audit).

Recent Audit Findings

The 2023/24 Final Audit Management Report and the 2024 Regulation 17 Audit were both accepted by the ARC at its meeting held 10 December 2024 and subsequently endorsed by Council the 12 December 2024 Ordinary Meeting of Council (OMC).

2023/2024 Final Audit Management Report

The Shire's Final Audit Management Report for the 2023/2024 financial year was received by the ARC at the ARC meeting held 10 December 2024 and by Council at the OMC 12 December 2024. The 2024 final audit raised eight internal control improvement recommendations, several which had been previously identified and were existing actions within the improvement register.

Regulation 17 Audit Report

Regulation 17 of the Local Government (Audit) Regulations requires the Chief Executive Officer (CEO) to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance at least once every three years.

The Shire of Broome (Shire) engaged Paxon Group (Paxon) to undertake this review on behalf of the CEO. Paxon provided eight recommendations stemming from their review.

COMMENT

Item 5.1 3rd Quarter Finance And Costing Review 2024-25

The Q3 FACR identifies a net cumulative **deficit** forecast of **\$193,282** to 30 June 2025.

The above figure represents a budget forecast should all expenditure and income occur as expected. It does not represent the actual end-of-year position which can only be determined as part of the normal annual financial processes at the end of the financial year.

While officers make every effort to ensure the net impact of each FACR is minimal, the net surplus forecast mainly relates to the following proposed amendments:

- A \$235,000 reduction in forecast Salaries and Wages, reflecting vacancies in key positions throughout the organisation.
- A \$140,000 combined increase in interest received on interim rates and non-payment of rates.
- a \$135,000 reduction in forecast income from issue of infringement notices. Business case presented previously saw the budgeted figures increase on prior year actuals. The results in this financial year mirror prior years more closely than originally forecast.

While the forecast for the 2024/25 financial year shows a positive result, it's crucial to acknowledge that the surplus isn't due to inadequate planning or budgeting. Staff turnover and vacancies have affected service delivery, prompting officers to fill gaps with contractors and defer non-essential tasks. Despite challenges, officers have strived to meet community expectations with the available resources. They face a rigorous review in the third quarter, aiming for realistic outcomes on all accounts and projects. Recognising that operating budgets reset at the start of the new financial year, officers strive to optimise their fund allocations to achieve the best outcomes for the community by 30 June.

A comprehensive list of accounts (refer to Attachment 1) has been included for perusal by the committee, summarised by Directorate.

Quarter 3 FACR Result

A summary of the results is as follows:

SHIRE OF BROOME SUMMARY REPORT							
BUDGET IMPACT							
	2023/24 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	FACR Q3 Overall (Income) / Expense	FACR Q3 Org (Savings) / Expenses	FACR Q3 Impact (Inc) / Exp (Org Savings subtracted)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
Office of the CEO	\$0	\$45,732	-\$35,000	-\$35,000	\$0	\$45,732	\$10,732
Corporate Services	\$0	\$8,811	-\$108,249	-\$152,863	\$44,614	\$53,425	-\$99,438
Development Services	\$0	-\$56,251	-\$42,434	-\$49,434	\$7,000	-\$49,251	-\$98,685
Infrastructure Services	\$0	\$126,588	-\$124,718	-\$178,767	\$54,049	\$180,637	\$1,870
Change in brought forward surplus	\$0	-\$37,261	\$0	\$0	\$0	-\$37,261	-\$37,261
	0,000*	\$87,619	-\$310,401	-\$416,064	\$105,663	\$193,282	-\$222,782

*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus.

Item 5.2 Progress Update - Audit Findings Progress Report

A summary of progress on audit findings from the following reports is provided in **Confidential Attachment 1**:

- a) 2022/2023 Final Audit Management Report
- b) 2023/2024 Interim Audit Management Report
- c) 2024 Performance Audit – Local Government Physical Security Server Room Assets (Emerging Findings)

Details contained within the report are considered confidential as releasing them publicly would increase the likelihood that identified risks could be the target of fraudulent or illegal activities. Officers are actively addressing the issues identified in the external audits. Each finding is assigned a risk rating by the auditor to help prioritize and schedule actions for resolution.

2023/2024 Final Audit Management Report

Since the last Audit and Risk Committee meeting on October 29, 2024, 3 additional audits have concluded:

- The 2023/2024 Final Audit, conducted by RSM Australia on behalf of the OAG.
- The Regulations 17 Review, performed by Paxon Group.

A summary of findings from these audits are included for reference.

This report provides a high-level overview of outstanding findings and demonstrates the ongoing commitment to addressing identified risks.

February 2024 Progress Update

The table below summarises findings from outstanding audit matters stemming from audits conducted since 2022. It tracks:

- Total findings raised,
- New findings identified in each audit,
- Findings closed as at the last update,
- Findings classified as “superseded” (re-raised in subsequent audits to avoid duplication),
- Findings closed since the last update, and
- Status of open findings (overdue or not yet due).

	Total Findings	New Finding	Previously Closed	Supersceded	Closed this	Open	Overdue	Not yet due
2022 Audit	34	34	28	6	0	0	0	0
2023 Audit	14	5	2	3	0	0	0	0
2024 Interim Audit	6	3	3	0	1	1	1	2
2024 Performance Audit - Security & Access	2	2	2	0	0	0	0	0
2024 Audit	8	4	0	0	4	4	0	3
2024 Regulation 17	8	8	0	0	0	8	2	6
	72	56	35	9	5	13	3	11

- Closed Findings: Finding 6 from the 2023/2024 Interim Audit (Timeliness of policy reviews) is now resolved. A Business Operating Procedure and a Council Policy have been approved, marking this finding as complete.
- Superseded Findings: 9 findings from previous audits have been reclassified as "superseded" as they were addressed in subsequent reports.
- Overdue Findings: 2024 Interim Audit - Accuracy of leave balances.

Findings added

Two recent audits have identified additional findings:

2024 Final Audit: Eight findings, including four new findings and four re-raised from prior audits. Of these 8 findings, 4 have been closed this period:

1. Incorrect recognition of Loan Receivable from the Broome Surf Life Saving Club
2. Timeliness and evidence of review of general journals
3. Portable and attractive assets register not maintained
4. Bonds and deposits register not maintained.

2024 Regulation 17 Review: Eight entirely new findings of which none have been resolved and 2 are now overdue:

1. Fraud Control Plan
2. Manual journal approval process and reconciliations.

The table below outlines findings by target completion dates and highlights overdue findings and those due for resolution in the next quarter.

Audit	Findings	Prior year finding	Rating	Target completion date
2024 Interim	1 - Risk Register Maintenance		Moderate	30-Sep-25
2024 Interim	4 - Accuracy of leave balances	2022	Minor	20-Feb-25
2024 Final	3. Non-timely reconciliation of key account balances	2023	Moderate	30-Jun-25
2024 Final	4. Non-confirmation of goods received or services transferred		Minor	30-Jun-25
2024 Final	5. No testing of business continuity (BCP) and disaster recovery plan (DRP)		Minor	31-Jul-25
2024 Final	8. No policies and procedures for Inventory management	2022	Minor	31-Dec-25
2024 Regulation 17	1 - Internal audit program		Medium	30-Sep-25
2024 Regulation 17	2 - Operation of Risk Management		Medium	30-Sep-25
2024 Regulation 17	3 - Fraud Control Plan		High	30-Mar-25
2024 Regulation 17	4 - Manual journal approval process and reconciliations		Medium	31-Jan-25
2024 Regulation 17	5 - Asset stocktake Processes (fleet and IT assets)		Medium	30-Jun-25
2024 Regulation 17	6 - Annual review of delegations		Low	30-Jun-25
2024 Regulation 17	7 - Monitoring over procurement processes		Low	30-Apr-25
2024 Regulation 17	8 - Public interest disclosure processes		Low	30-Apr-25

2024 Regulation 17 Audit Progress Update**Item 3 Fraud Control Plan** 25% complete

The Council Policy Fraud and Corruption Prevention was adopted by Council at the 28 February 2025 Ordinary Meeting of Council.

Item 7 Monitoring over Procurement Processes 50% Complete

Officers have included an oversight and review of procurement processes however have not documented the process to date.

Item 8 Public Interest Disclosure Processes 50% Complete

Council Policy Public Interest Disclosure was adopted by Council at the 28 February 2025 Ordinary Meeting of Council.

The proposed Public Interest Disclosure Officers are due to complete the necessary training by the end of February 2025. Once the training is complete, the draft documents will be presented to Council for consideration at the 22 May 2025 Ordinary Meeting of Council.

Efforts to manage overdue actions have been undertaken. Accountable officers have provided updates regarding the tasks and progress to bring the actions to completion. Where required, new target completion dates are to be presented to OAG for mutual agreement. It is noted that there has only been a 6 week period since the last update was provided to the ARC.

CONSULTATION**Item 5.1 3rd Quarter Finance And Costing Review 2024-25**

All amendments have been proposed after consultation with Executive and Responsible Officers at the Shire.

Item 5.2 Progress Update - Audit Findings Progress Report

Office of the Auditor General

RSM Australia has received the progress updates presented to the Audit and Risk Committee.

STATUTORY ENVIRONMENT**Item 5.1 3rd Quarter Finance And Costing Review 2024-25****Local Government (Financial Management) Regulations 1996****Reg 33A. Review of Budget**

- (1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
 - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government's financial position as at the date of the review; and*

- (c) review the outcomes for the end of that financial year that are forecast in the budget; and
- (d) include the following —
 - (i) the annual budget adopted by the local government;
 - (ii) an update of each of the estimates included in the annual budget;
 - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
 - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
*Absolute majority required.
- (4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted: Gazette 31 Mar 2005 p. 1048-9; amended: Gazette 20 Jun 2008 p. 2723-4; SL 2023/106 r. 18.]

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.
- (1a) In subsection (1) —
“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget

Item 5.2 Progress Update - Audit Findings Progress Report

Local Government Act 1995

6.4 Financial report

7.9 Audit to be conducted

7.12A (3) Duties of local government with respect to audits

- (3) A local government must —
 - (aa) examine an audit report received by the local government; and
 - (a) determine if any matters raised by the audit report, require action to be taken by the local government; and

(b) ensure that appropriate action is taken in respect of those matters

Local Government (Audit) Regulations 1996

Local Government (Financial Management) Regulations 1996

In accordance with section 7.9 of the *Local Government Act 1995 (the Act)*, an Auditor is required to examine the accounts and annual financial report submitted by a local government for audit. The Auditor is required to prepare a report by 31 December following the relevant financial year and send a copy of that report to:

- (a) The Mayor or President;
- (b) The Chief Executive Officer (CEO); and
- (c) The Minister.

Additionally, under Regulation 10(4) of the *Local Government (Audit) Regulations 1996 (Audit Regulations)*, the Auditor may, when deemed appropriate, prepare a Management Report to accompany the Auditor's Report. This Management Report is also to be forwarded to the individuals specified in section 7.9 of the *Act*.

POLICY IMPLICATIONS

Item 5.1 3rd Quarter Finance And Costing Review 2024-25

Nil.

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire's operating revenue (\$458,810) the Shire must formulate an action plan to remedy the over expenditure.

Item 5.2 Progress Update - Audit Findings Progress Report

Nil.

FINANCIAL IMPLICATIONS

Item 5.1 3rd Quarter Finance And Costing Review 2024-25

The overall result of the **Quarter 3 FACR** is a surplus of **\$310,401**. Within this review process, officers identified **\$416,064** of organisational savings.

Taking the existing net deficit of \$87,619 into consideration, being all budget amendments previously endorsed by Council, and the amendments proposed in the Quarter 3 FACR, the **net result** is a cumulative **surplus** forecast of **\$222,782**. Organisational Savings of **\$416,064** have been identified which if approved would result in a net cumulative **deficit** forecast of **\$193,282** to 30 June 2025.

The decision to allocate the surplus, identified as "organisation savings," rests with Council. These savings are genuine organisation savings that can be allocated to other areas. Officers are comfortable that the forecast deficit position of \$193,282 can be addressed prior to the end of the financial year.

It is recommended that organisational savings of \$416,064 is used to reduce the \$997,717 approved borrowing to fund Cable Beach Stage A1. This will reduce total borrowings to

\$581,653 and reduce annual loan repayments from a projected \$126,314 to \$73,639, providing ongoing savings and improving Council's debt servicing ratio.

Item 5.2 Progress Update - Audit Findings Progress Report

No specific financial implications are associated with this item.

Remediation of any of the issues raised within the Audit Management Report may require budget allocations to resolve. Where this requires funding outside of the existing 2024/25 adopted annual budget, Responsible Officers would request budget allocations either through the Shire's Finance and Costing Review process, or as part of the 2025/26 annual budget process.

RISK

Item 5.1 3rd Quarter Finance And Costing Review 2024-25

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2025. Contained within the report are recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

In order to mitigate this risk, the CEO enacted the FACRs to run quarterly and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

Item 5.2 Progress Update - Audit Findings Progress Report

The audit findings provide management with recommendations particularly to strengthen internal controls and reduce the likelihood of certain risks. Delays in progressing and completing the audit findings can be unfavourable to the organisation, but are also weighed against other demands on Shire resources, and the costs to the community.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 11 - Effective leadership, advocacy and governance

Objective 11.2 Deliver best practice governance and risk management.

Outcome 13 - Value for money from rates and long term financial sustainability

Objective 13.1 Plan effectively for short- and long-term financial sustainability

Outcome 14 - Excellence in organisational performance and service delivery**Objective** 14.3 Monitor and continuously improve performance levels.**VOTING REQUIREMENTS***Absolute Majority*

The recommendations from the Audit and Risk Committee meeting held on 8 April 2025 appear below for Council consideration.

3RD QUARTER FINANCE AND COSTING REVIEW 2024-25 (5.1)

Absolute Majority

COMMITTEE RECOMMENDATION 1:

That Council:

1. Receives the Quarter 3 Finance and Costing Review Report for the period ended 31 March 2025;
2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2025 as attached (Attachment 1);
3. Approves the allocation of \$416,064 of organisational savings as identified within this report to reduce planned borrowings required for Council's Cable Beach Stage A1 project (GL 114865620); and
4. Notes a forecast net end-of-year deficit position to 30 June 2024 of **\$193,282** including previously adopted budget amendments and the budget amendments in recommendations 2 and 3.

VOTING REQUIREMENTS*Simple Majority*

PROGRESS UPDATE - AUDIT MANAGEMENT REPORT 2023/24 (5.2)

Simple Majority

COMMITTEE RECOMMENDATION 2:

That Council:

1. Receive the progress update of findings as per **Confidential Attachment 1**;
2. Notes the progress towards rectification of outstanding findings over the period; and
3. Requests the Chief Executive Officer to progress the finalisation of all remaining outstanding findings as soon as practicable.

Attachments

1. Audit and Risk Committee Meeting Minutes 8 April 2025
2. February 2025 Update - Audit Findings Review Summary Table (*Confidential to Councillors and Directors Only*)

This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((f)(i)) as it contains "a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method of

procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law”, and section 5.23(2) ((f) (ii)) as it contains “a matter that if disclosed, could be reasonably expected to endanger the security of the local governments property”.



UNCONFIRMED MINUTES

OF THE

AUDIT AND RISK COMMITTEE MEETING

8 APRIL 2025

These minutes were confirmed at a meeting held and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:

SHIRE OF BROOME
AUDIT AND RISK COMMITTEE MEETING
TUESDAY 8 APRIL 2025
INDEX – MINUTES

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**MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON TUESDAY 8 APRIL 2025, COMMENCING AT 10:00AM.**

1. OFFICIAL OPENING

The Chair welcomed elected members and officers and declared the meeting open at 10:08 AM

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Members:	Cr D Male Shire President C Mitchell Cr M Virgo	Chair, Deputy Shire President Shire President
Apologies:	Nil	
Leave of Absence:	Nil	
Officers:	Mr S Mastrolembo Mr J Watt Mr J Hall Ms S Becker Mr F Mammone Ms K Small Ms E Kerr	Chief Executive Officer Director Corporate Services Director Infrastructure Director Development and Community Manager Financial Services Finance Contractor Finance Officer

3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY

Committee Member	Item No	Item	Nature of Interest
Nil.			

4. CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION:

Minute No. AR/0425/001

Moved: Shire President C Mitchell

Seconded: Cr M Virgo

That the Minutes of the Audit and Risk Committee held on 18 February 2025, as published and circulated, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 3/0

5. REPORTS OF OFFICERS

5.1 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Accountant
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The Audit and Risk Committee is requested to consider results of the 3rd Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 31 March 2025, including forecast estimates and budget recommendations to 30 June 2025.

BACKGROUND

Previous Considerations

SMC	22 August 2024	Item 5.4.1
ARC	29 October 2024	Item 5.1
OMC	31 October 2024	Item 13.1
ARC	18 February 2025	Item 5.2
OMC	27 February 2025	Item 9.4.6

The Shire of Broome has carried out its 3rd Quarter Finance and Costing Review (FACR) for the 2024-25 financial year. This review of the 2024-25 Annual Budget is based on actuals and commitments for the first 9 months of the year from 1 July 2024 to 31 March 2025, and forecasts for the remainder of the financial year.

This process aims to highlight over and under expenditure of funds, and over and under achievement of income targets for the benefit of Executive and Responsible Officers to ensure good fiscal management of their projects and programs.

Once this process is completed, a report is compiled identifying budgets requiring amendments to be adopted by Council. Additionally, a summary provides the financial impact of all proposed budget amendments to the Shire of Broome's adopted end-of-year forecast, to assist Council to make an informed decision.

It should be noted that the 2024-25 annual budget was adopted at the Special Meeting of Council on 22 August 2024 as a balanced budget.

The Quarter 3 FACR commenced on 20 March 2025. At the start of the Q3 FACR, a net deficit of \$87,619 was forecast arising from past budget amendments adopted by Council, including the Quarter 1 and Quarter 2 FACR's, and amendments stemming from Council's adoption of the Final 2024 Audit in December 2024. These amendments resulted in an adjusted opening deficit of \$87,619.

Significant amendments approved through the FACR processes to date include:

- \$172,000 additional income at the Waste Management Facility offset by a \$100,000 increase in costs (primarily related to dry hire excavator costs required due to BOMAG repairs) resulting in a \$72,000 transfer to the Regional Resource Recovery Park Reserve.
- \$120,000 decrease to salary accounts in the Ranger Operations business unit with a corresponding \$120,000 increase to fund relief staff required due to vacancies.
- \$93,984 reduction in insurance costs as the actual premiums received were lower than forecast.
- \$88,525 increased income via developer contributions which have been quarantined in reserve for future footpath and drainage works.
- \$85,393 savings in salary allocations for A Sporting Chance due to the program being wound up (refer December 12 2024 OMC Item 9.1.1).
- \$81,600 increase in expense to engage contractors for the preparation of the 2025/26 annual budget and to review Council's Long Term Financial Plan.
- \$80,000 reduction in loan fees and adjustments due to the delayed draw down of the Key Worker Housing Loan.
- \$77,000 loss of interest income due to the delayed issue of rates notices following late budget adoption coupled with less grant funding being held in the municipal bank account.
- \$70,000 additional income from planning and building fees. This increase stems largely from increased solar applications.

COMMENT

The Q3 FACR identifies a net cumulative **deficit** forecast of **\$193,282** to 30 June 2025.

The above figure represents a budget forecast should all expenditure and income occur as expected. It does not represent the actual end-of-year position which can only be determined as part of the normal annual financial processes at the end of the financial year.

While officers make every effort to ensure the net impact of each FACR is minimal, the net surplus forecast mainly relates to the following proposed amendments:

- A \$235,000 reduction in forecast Salaries and Wages, reflecting vacancies in key positions throughout the organisation.
- A \$140,000 combined increase in interest received on interim rates and non-payment of rates.
- a \$135,000 reduction in forecast income from issue of infringement notices. Business case presented previously saw the budgeted figures increase on prior year actuals. The results in this financial year mirror prior years more closely than originally forecast.

While the forecast for the 2024/25 financial year shows a positive result, it's crucial to acknowledge that the surplus isn't due to inadequate planning or budgeting. Staff turnover and vacancies have affected service delivery, prompting officers to fill gaps with contractors and defer non-essential tasks. Despite challenges, officers have strived to meet community expectations with the available resources. They face a

rigorous review in the third quarter, aiming for realistic outcomes on all accounts and projects. Recognising that operating budgets reset at the start of the new financial year, officers strive to optimise their fund allocations to achieve the best outcomes for the community by 30 June.

A comprehensive list of accounts (refer to Attachment 1) has been included for perusal by the committee, summarised by Directorate.

Quarter 3 FACR Result

A summary of the results is as follows:

SHIRE OF BROOME SUMMARY REPORT							
BUDGET IMPACT							
	2023/24 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	FACR Q3 Overall (Income) / Expense	FACR Q3 Org (Savings) / Expenses	FACR Q3 Impact (Inc) / Exp (Org Savings subtracted)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
Office of the CEO	\$0	\$45,732	-\$35,000	-\$35,000	\$0	\$45,732	\$10,732
Corporate Services	\$0	\$8,811	-\$108,249	-\$152,863	\$44,614	\$53,425	-\$99,438
Development Services	\$0	-\$56,251	-\$42,434	-\$49,434	\$7,000	-\$49,251	-\$98,685
Infrastructure Services	\$0	\$126,588	-\$124,718	-\$178,767	\$54,049	\$180,637	\$1,870
Change in brought forward surplus	\$0	-\$37,261	\$0	\$0	\$0	-\$37,261	-\$37,261
	0,000*	\$87,619	-\$310,401	-\$416,064	\$105,663	\$193,282	-\$222,782

*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus.

CONSULTATION

All amendments have been proposed after consultation with Executive and Responsible Officers at the Shire.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 1996

r33A. Review of Budget

- (1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and

- (c) review the outcomes for the end of that financial year that are forecast in the budget; and
- (d) include the following —
 - (i) the annual budget adopted by the local government;
 - (ii) an update of each of the estimates included in the annual budget;
 - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
 - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
*Absolute majority required.
- (4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted: Gazette 31 Mar 2005 p. 1048-9; amended: Gazette 20 Jun 2008 p. 2723-4; SL 2023/106 r. 18.]

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.
- (1a) In subsection (1) —
"additional purpose" means a purpose for which no expenditure estimate is included in the local government's annual budget.

POLICY IMPLICATIONS

Nil.

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire's operating revenue (\$458,810) the Shire must formulate an action plan to remedy the over expenditure.

FINANCIAL IMPLICATIONS

The overall result of the **Quarter 3 FACR** is a surplus of **\$310,401**. Within this review process, officers identified **\$416,064** of organisational savings.

Taking the existing net deficit of \$87,619 into consideration, being all budget amendments previously endorsed by Council, and the amendments proposed in the Quarter 3 FACR, the **net result** is a cumulative **surplus** forecast of **\$222,782**. Organisational Savings of **\$416,064** have been identified which if approved would result in a net cumulative **deficit** forecast of **\$193,282** to 30 June 2025.

The decision to allocate the surplus, identified as "organisation savings," rests with Council. These savings are genuine organisation savings that can be allocated to other areas. Officers are comfortable that the forecast deficit position of \$193,282 can be addressed prior to the end of the financial year.

It is recommended that organisational savings of \$416,064 is used to reduce the \$997,717 approved borrowing to fund Cable Beach Stage A1. This will reduce total borrowings to \$581,653 and reduce annual loan repayments from a projected \$126,314 to \$73,639, providing ongoing savings and improving Council's debt servicing ratio.

RISK

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2025. Contained within the report are recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

In order to mitigate this risk, the CEO enacted the FACRs to run quarterly and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

STRATEGIC ASPIRATIONS

Performance – We will deliver excellent governance, service and value, for everyone.

Outcome Eleven – Effective leadership, advocacy and governance:

11.2 Deliver best practice governance and risk management.

Outcome Thirteen – Value for money from rates and long term financial sustainability:

13.1 Plan effectively for short and long term financial sustainability.

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. AR/0425/002

**Moved: Cr M Virgo
Mitchell**

Seconded: Shire President C

That the Audit and Risk Committee recommends that Council:

- 1. Receives the Quarter 3 Finance and Costing Review Report for the period ended 31 March 2025;**
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2025 as attached (Attachment 1);**
- 3. Approves the allocation of \$416,064 of organisational savings as identified within this report to reduce planned borrowings required for Council's Cable Beach Stage A1 project (GL 114865620); and**
- 4. Notes a forecast net end-of-year deficit position to 30 June 2024 of \$193,282 including previously adopted budget amendments and the budget amendments in recommendations 2 and 3.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 3/0

Attachments

1. Quarter 3 Finance and Costing Review 2024-25

Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

SHIRE OF BROOME SUMMARY REPORT							
BUDGET IMPACT							
	2024/25 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	FACR Q3 Overall (Income)/ Expense	FACR Q3 Org (Savings) / Expenses	FACR Q3 Impact (Inc) / Exp (Org Savings subtracted)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
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Change in b/fwd surplus	\$0	-\$37,261	\$0	\$0	\$0	-\$37,261	-\$37,261
	0,000*	\$87,619	-\$310,401	-\$416,064	\$105,663	\$193,282	-\$222,782

*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus

**Please note that should the Forecast budget predict a deficit greater than 1% of budgeted operating revenue excluding grants and contributions for assets, and profit on sale of assets (\$458,810), an action plan to remedy the situation will be prepared in accordance with Item 5.4.1 of August SMC on Materiality Threshold.

† Includes all additional Council adopted budget amendments year-to-date, including any previous FACRs

Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses
Office of the CEO										
ADMIN1 - Chief Executive Officer - S Mastrolemo										
22230		341	Legal Expenses - Op Exp - Other Governance	\$15,000	\$0	\$30,000	\$45,000		Additional expenditure for Industrial Relations matters.	\$30,000
						\$30,000		\$0		\$30,000
CS3 - Manager People and Culture - C Tribble										
142043		77	Organisation Training - General	\$252,000	\$129,481	-\$40,000	\$212,000		Staff turnover in management impacted the ability to deliver planned training and attendance at conferences did not occur as a result.	-\$40,000
142044		79	Uniforms - Op Exp - General Admin O'Heads	\$91,000	\$42,190	-\$25,000	\$66,000		Issues with contract and turnover reduced expenditure.	-\$25,000
						-\$65,000		\$0		-\$65,000
			<i>Office of the CEO Directorate (Saving)/Expense</i>			-\$35,000		\$0		-\$35,000
Corporate Services										
BRAC1 - Manager Community Facilities - C Zepnick										
117010	117011	34	Aquatic Building & Pool General Maint Exp	\$35,000	\$28,068	\$5,000	\$40,000		Insurance claim for a storm-damaged shade pole was denied. Repair funded through municipal budget.	\$5,000
117015	117015	34	Chemical related expenses Aquatic	\$50,000	\$66,507	\$20,000	\$70,000		Increased attendance and weather conditions have necessitated increased chemical treatment. Increased chemical costs.	
117156		34	Program Annual Events - Op Exp - BRAC Dry	\$8,000	\$116	-\$6,886	\$1,114		Events have not occurred due to staffing shortages.	
117256		02	Program Annual Events - Op Inc - BRAC Dry	-\$8,000	\$0	\$7,000	-\$1,000		Events have not occurred due to staffing shortages.	
117275		02	Stadium Venue Hire Income Rec'd - Op Inc - BRAC Dry	-\$30,000	-\$11,823	-\$10,000	-\$40,000		Income tracking ahead of budget.	-\$10,000
117218	117220	34	Medland Pavilion - Reactive Maint - Op Exp	\$21,000	\$19,852	\$7,000	\$28,000		Flooring replacement in kiosk area to maintain safety standards.	\$7,000
						\$22,114		\$0		\$2,000
CMS4 - Coordinator Civic Centre - S Bowra										

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses
116145	KA01	11	Exhibition Infrastructure for Kimberley Artwork Grant - Cap Exp	\$69,788	\$0	-\$69,788	\$0		Original budget allocated to incorrect expense type.	
116145	KA01	34	Exhibition Infrastructure for Kimberley Artwork Grant - Cap Exp	\$0	\$0	\$128,288	\$128,288		Original budget of \$69788 allocated to inappropriate expense type. Shire required to fund a portion of this project. Saving in Job 116481 to offset.	
116480	116481	34	Equipment Renewal - Op Exp - Bme Civic Centre	\$61,466	\$11,329	-\$34,000	\$27,466		Saving in account used to fund exhibit panels in KA01.	
						\$24,500		\$0		\$0
CS2 - Manager Financial Services - F Mammone										
30145		34	Debt Collection Recovery	\$30,000	\$13,679	-\$20,000	\$10,000		Tracking below budget due to delay in issuing notices following August Budget adoption. Shortened window for debt recovery has resulted in a permanent variance.	-\$20,000
32490		14	Legal Expense Recovery No GST - Op Inc - Rates	-\$30,000	-\$2,866	\$20,000	-\$10,000		Tracking below budget due to delay in issuing notices following August Budget adoption. Shortened window for debt recovery has resulted in a permanent variance.	\$20,000
30106		01	Interim Rates Broome - Op Inc - Rates	-\$285,000	-\$356,007	-\$70,000	-\$355,000		Interim rates receipts exceed budget forecast.	-\$70,000
30201		23	Rates Non Payment Int - Op Inc - Rates	-\$130,000	-\$201,683	-\$70,000	-\$200,000		Interest receipts exceed budget forecast.	-\$70,000
142120		58	Bank Charges with GST Only - Op Exp - Gen Admin	\$55,000	\$65,112	\$10,000	\$65,000		Increased merchant fees from CBA. Increased ProMaster fees.	\$10,000
142193		34	Consultants & Relief Staff	\$302,053	\$176,397	\$25,000	\$327,053		Additional consultant support required due to extended vacancy. Salary savings used to offset costs.	
146106		61	Salary - Op Ex - Records	\$317,726	\$193,505	-\$25,000	\$292,726		Salary savings used to offset accountant consultancy	
						-\$130,000		\$0		-\$130,000
CS4 - Manager Governance, Strategy & Risk - R Doyle										
24390		14	Reimbursements & Sundry Income with GST - Op Inc - Members	\$0	-\$8,623	-\$8,263	-\$8,263		Reimbursements from WALGA for Shire President Travel in 23/24.	-\$8,263
113416	113410	02	Male Oval Hire - Op Inc - Parks & Ovals	-\$7,000	-\$10,600	-\$3,600	-\$10,600		Additional one-off fees received for circus.	-\$3,600

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses
147585		14	Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General MUN	-\$102,437	-\$135,468	-\$35,200	-\$137,637		Reimbursement of insurance claim for Magurr Park (Banu Avenue) fencing	
122000	121025	34	Sector 2 Cable Beach - Works Maintenance	\$80,024	\$138,161	\$35,200	\$115,224		Damaged fencing at Magurr Park (Banu Avenue). Income from insurance claim from fire event to follow.	
						-\$47,063		\$0		-\$11,863
BA - Accountant - J Dodds										
95301		55	Key Worker Accommodation Loan (NEW) Fees & Interest Exp - Staff Housing	\$67,256	\$0	-\$30,000	\$37,256		Loan is yet to be drawn down, actual interest will be lower than forecast.	-\$30,000
142212		20	Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	-\$723,000	-\$359,652	\$17,000	-\$706,000		Lower carrying balance of municipal funds due primarily to delay in rates receipts.	\$17,000
						-\$13,000		\$0		-\$13,000
			Corporate Services Directorate (Saving)/Expense			-\$108,249		\$0		-\$152,863
Development Services										
DS1 - Director Development Services - S Becker										
106100		61	Salary - Op Exp - Development Services	\$321,502	\$189,320	-\$40,000	\$281,502		Salary savings due to vacancy in Director and Executive Assitant roles	-\$40,000
106100		76	Salary - Op Exp - Development Services	\$36,972	\$17,581	-\$5,000	\$31,972		Superannuation savings due to vacancy in Director and Executive Assitant roles	-\$5,000
						-\$45,000		\$0		-\$45,000
BS1 - Manager Planning & Building - K Wood										
106430		04	Subdivision / Strata Title Fees - Op Inc - Town Planning / Red Dev	-\$1,500	-\$5,221	-\$3,500	-\$5,000		Subdivision clearance fees ahead of budget.	-\$3,500
						-\$3,500		\$0		-\$3,500
REQ4 - Special Projects Coordinator - H Toikander										
117024	117025	34	BRAC Gym & Fitness Facility - Detailed Design / Tender Pkg - Cap Exp	\$424,926	\$180,733	-\$208,084	\$216,842		Remaining budget funds to be allocated into POS (BRAC) Reserve as per Council Resolution Minute No. C/0423/029 Item 2.	

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25											
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses	
117321			Transfer to BRAC Reserve - Cap Exp - BRAC Dry Areas MUN	\$0	\$0	\$208,084	\$208,084	\$208,084	Transfer of surplus funds to POS (BRAC) Reserve per Council Resolution Minute No. C/0423/029.2		
						\$0		\$208,084			\$0
CMS2 - Manager Community Engagement and Projects - N Roukens											
82600		61	Salary - Op Exp - Community Services	\$803,115	\$498,413	-\$90,000	\$713,115		Salary savings due to Economic Development Coordinator vacancy in Department.		-\$90,000
CMS3 - Economic Development Coordinator - E Pendlebury											
82689		14	Reimbursements & Other Income - Op Inc - Economic Services	\$0	-\$22,727	-\$22,727	-\$22,727		Reimbursement of unspent funding received from West Kimberley Alliance.		-\$22,727
						-\$22,727		\$0			-\$22,727
HS1 - Manager Environmental Health, Emergency & Ranger Services - A Ahtong											
507218		34	Consultants - Op Exp - Ranger Operations	\$10,000	\$1,161	-\$6,000	\$4,000		Savings identified in account.		-\$6,000
52400		03	Animal Fines & Penalties - Op Inc - Animal Control	-\$40,000	-\$5,358	\$30,000	-\$10,000		Income associated with Animal Fines has not been realised for 24/25. Business Case presented previously which saw income totals in this account increased from previous financial years. The proposed amendments are in line with the income received in previous financial years.		\$30,000
53400		03	Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety MUN	-\$75,000	-\$9,500	\$50,000	-\$25,000		Income associated with Fines has not been realised for 24/25. Business Case presented previously which saw income totals in this account increased from previous financial years. The proposed amendments are in line with the income received in previous financial years.		\$50,000
74010		61	Salary - Op Exp - Preventative - Inspection / Admin	\$509,826	\$397,329	-\$16,000	\$493,826		Staff vacancies throughout they year resulting in lower than forecast salary expense.		-\$16,000
74011		34	Relief Staff Expenses - Op Exp - Preventative - Inspection / Admin	\$20,000	\$37,949	\$18,793	\$38,793		Staff vacancies throughout they year resulting in higher than forecast relief cover.		\$18,793

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25											
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses	
74280		34	Other Minor Expenditure - Op Exp - Preventative - Inspection / Admin	\$5,000	\$11,315	\$7,000	\$12,000		An additional budget is required to cover costs for the remainder of the 24/25 financial year. This account includes all freight associated with pool sampling.		
74420		04	Health Licences - Op Inc - Preventative - Inspection / Admin	-\$90,000	-\$94,675	-\$10,000	-\$100,000		Income has been revised to \$100,000 for 24/25 noting the additional income received to date.		-\$10,000
74490		04	Trading Licences - All Except Beach - Op Inc - Prevent - Inspection / Admin	-\$25,000	-\$34,850	-\$10,000	-\$35,000		Income has been revised to \$35,000 for 24/25 noting the additional income received to date.		-\$10,000
124910		03	Parking Fines - Op Inc - Parking Facilities	-\$75,000	-\$2,585	\$55,000	-\$20,000		Income associated with Fines has not been realised for 24/25. Business Case presented previously which saw income totals in this account increased from previous financial years. The proposed amendments are in line with the income received in previous financial years.		\$55,000
53015		61	Relief Staff Exp - Op Exp - Ranger Operations	\$270,000	\$231,855	\$35,000	\$305,000		Contract Ranger services required through to EOFY due to extended vacancies. Offset by salary savings.		
51010		61	Salaries - Op Exp - Fire Prevention	\$426,840	\$291,531	-\$35,000	\$391,840		Reducing salary costs to fund external support due to extended vacancies.		
						\$118,793		\$0			\$111,793
			Development Services Directorate (Saving)/Expense			-\$42,434		\$208,084			-\$49,434
			Infrastructure Services								
			ES3 - Manager Works - K Hill								
141450		02	Works Private Works Income - Not Prepaid	\$0	-\$19,367	-\$19,367	-\$19,367		Private works income received that was not forecasted.		-\$19,367
148293		34	Safety Equip - Op Exp - Depot Operations	\$26,000	\$4,685	-\$10,000	\$16,000		Savings. Repairs and materials tracking lower versus budget.		-\$10,000
145102		34	Plant Tyres & Tubes - Op Exp - Plant Operation	\$90,000	\$37,188	-\$20,000	\$70,000		Savings. Repairs and materials tracking lower versus budget.		-\$20,000
148070		61	Salary - Op Exp - Depot (Support Officer)	\$119,340	\$45,266	-\$45,000	\$74,340		Salary savings due to vacancy in Business Suport Officer role		-\$45,000
148070		76	Salary - Op Exp - Depot (Support Officer)	\$13,762	\$0	-\$5,000	\$8,762		Salary savings due to vacancy in Business Suport Officer role		-\$5,000
						-\$99,367		\$0			-\$99,367

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses
ES5 - Operations Coordinator - L Eglin										
142001		61	Prestarts - Works	\$86,072	\$10,060	-\$55,000	\$31,072		Pre-starts allocated incorrectly leading to savings in this account. Overarching salary savings through OEBA offset via this account.	-\$55,000
						-\$55,000		\$0		-\$55,000
ES8 - Manager Waste- M Mitchell										
101555	101557	34	Building Upgrade - Crib Room & Office Space - San Gen Refuse	\$0	\$21,140	\$21,140	\$21,140		Replacement of intercom system that failed due to harsh operating environment.	
101410		02	Kerbside Collection - Op Inc - Sanitation Gen Refuse	-\$4,155,894	-\$4,189,999	-\$34,000	-\$4,189,894		Additional income received from interim rates notices.	
101411		02	Caravan Pk & Additional Services - Op Inc - Sanitation Gen Refuse	-\$80,000	-\$94,665	-\$15,000	-\$95,000		Actual income receipted greater than forecast.	
101423		18	Sundry Income - Op Inc - Sanitation Gen Refuse	-\$280,910	-\$293,796	-\$12,000	-\$292,910		Additional fees received from battery and mixed metal collection.	
101895		43	Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk	\$1,672,579	\$267,756	\$39,860	\$1,712,439	\$39,860	Transfer to Regional Resource Recovery Park Reserve.	
						\$0		\$39,860		\$0
ES9 - Manager Engineering - L McKenzie										
143025		34	Safety Audit Op Exp - Eng Office	\$12,000	\$600	-\$11,400	\$600		Necessary Road Safety Audits this year are in hand through project funds.	-\$11,400
143485		02	Subdivision Engineering Supervision Charges - Op Inc - Eng Office	-\$130,000	-\$88,768	\$40,000	-\$90,000		Timing of current subdivision works are not expected to see any further contributions this year.	\$40,000
147100	147100	34	Admin Building - Packaged Plant - Cap Exp	\$365,140	\$17,980	\$1,600,000	\$1,965,140		The budget for the 2025-26 Asset Management Plan renewal project for Administration Building air conditioning system (which is funded from reserves) is to be brought forward into 24/25 to facilitate timing of tender process and meet Local Government Act procurement requirements to facilitate delivery of the works in 2025-26.	
142790		26	Transfer from Building Reserve - Gen Admin MUN	\$0	\$0	-\$1,600,000	-\$1,600,000	-\$1,600,000	Reserve transfer to facilitate the air conditioning renewal project for the Administration Building being brought forward.	

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
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SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
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148012	148013	34	Depot Other Infra Renewal Const - Cap Exp - Depot Ops	\$111,322	\$0	-\$60,000	\$51,322		Asset renewal project relating to the nursery shade house is to be deferred pending outcome of the 25/26 Depot Relocation Feasibility Study. Funds to be allocated to Reserves to fund nursery infrastructure at the new / relocated Depot.	
148009		43	Transfer to Building Reserve - Cap Exp - Depot MUN	\$0	\$0	\$60,000	\$60,000	\$60,000	Transfer to Building Reserve for funds reallocated away from Nursery Shade House.	
						\$28,600		-\$1,540,000		\$28,600
ES5 - Operations Coordinator - L Eglin										
123000	123000	34	Mtce Streets, Rds - Rural	\$429,665	\$0	-\$40,000	\$389,665		Savings. All materials required to 30 June have been ordered.	-\$40,000
						-\$40,000		\$0		-\$40,000
PK3 - Parks and Gardens Coordinator - A Batt										
113000	113033	34	Haynes Oval - P&G Maintenance	\$31,615	\$12,502	-\$10,000	\$21,615		Savings. Repairs and materials tracking lower versus budget.	-\$10,000
113000	113043	34	Town Beach - P&G Maintenance	\$76,570	\$25,732	-\$10,000	\$66,570		Savings. Repairs and materials tracking lower versus budget. Remaining budget sufficient to carry out maintenance and cleaning to year end.	-\$10,000
113000	113046	34	Nursery - Operating Exp	\$17,490	\$22,026	\$10,000	\$27,490		Additional soil and pots required for native propagation. Safety improvements to trolley and paths.	\$10,000
148070		61	Salary - Op Exp - Depot (Support Officer)	\$135,394	\$45,105	-\$45,000	\$90,394		Transfer of Salary Savings to Consultant account to engage specialist support for Parks auditing and programming recommendations.	
113380		34	Consultants & Concept Plan Exps - Op Exp - Parks & Ovals MUN	\$29,000	\$0	\$45,000	\$74,000		Transfer of Salary Savings to Consultant account to engage specialist support for Parks auditing and programming recommendations.	
113396	113397	34	Reticulation Control Systems - P&G Maintenance	\$26,256	\$6,899	-\$10,000	\$16,256		Savings. Lower than expected replacement of components in 2025.	-\$10,000
117210	117211	34	BRAC Ovals - P&G Maintenance	\$62,832	\$58,534	\$10,000	\$72,832		Higher than expected reticulation repairs.	
126050	126050	34	Drain Slashing & Maintenance - P&G	\$120	\$10,835	\$10,000	\$10,120		Contractor slashing services required.	\$10,000
						\$0		\$0		-\$10,000

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
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SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses
PM3 - Senior Property & Leasing Officer - L Blunt										
96102		34	Staff Housing - Operating Expense MUN	\$6,000	\$8,390	\$25,000	\$31,000		Additional expense required to furnish one staff house.	\$25,000
96101		34	Staff Housing - Reactive Maintenance - Op Exp	\$27,200	\$23,954	\$7,500	\$34,700		Air Conditioner failed at 4/46 Tanami requiring replacement.	\$7,500
142995		14	Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp	-\$40,000	\$0	\$38,000	-\$2,000		Reduction proposed in budgeted income as eligible reimbursement is low this financial year.	
147464		028	Anglicare Tenancy 2,3 - KRO2 - Rent & Recoup - Op Inc	-\$180,000	-\$167,333	-\$43,000	-\$223,000		Income increase following rent review in May 2024.	-\$43,000
						\$27,500		\$0		-\$10,500
PM2 - Asset & Building Coordinator - Civil - A Waddell										
117450	117452	34	BRAC Oval Upgrade of Infrastructure - Cap Exp	\$429,095	\$190,463	-\$65,049	\$364,046		Funding reallocated to A/C 113763 for renewal of Male Oval tank.	
113551	113763	34	Male Oval Renewal Infrastructure - Cap Exp - Parks & Ovals	\$30,816	\$15,866	\$95,049	\$125,865		Amendment for renewal of Male Oval tank in addition to planned liner replacement following accelerated failure. Funding reallocated from A/C #113017 and #117452	
113989		26	Transfer from POS Reserve - Parks & Ovals	-\$1,444,682	\$0	-\$30,000	-\$1,474,682	-\$30,000	Transfer from Public Open Space Reserve to part-fund renewal of Male Oval tank.	
125300	VARPATH	34	Various Footpath Renewals - Cap Exp	\$132,268	\$122,335	-\$9,933	\$122,335		Recognition of underspend in project budget. No further costs anticipated.	
122000	121031	34	Lighting - Works Maintenance	\$83,326	\$97,016	\$20,000	\$103,326		Amendment required to account for insurance claims and additional repairs following various failures.	
132142	132143	34	Sam Male Luggage Restoration - Cap Exp	\$28,700	\$43,929	\$15,229	\$43,929		Budget error in prior year has resulted in expenditure overrun in current year.	
						\$25,296		-\$30,000		\$0
REQ3 - Asset Coordinator - Building Infrastructure Property & Assets - A Perry										
113755		34	Civic Centre Building Renewal (Incl Plant & Furniture) - Cap Exp - Public Halls	\$64,470	\$40,223	-\$24,247	\$40,223		Underspend on renewal project realised.	
116100	116102	34	Library Gazebo (Old Wackett Roof) Sec Ins & Other Exp	\$3,000	\$0	\$20,000	\$23,000		Removal of Library Gazebo due to corrosion and engineering report. Safety risk.	\$20,000
146662		34	BOSCCA Building Renewal (Incl Plant & Furn) - Cap Exp - Com Fac Leased	\$22,000	\$9,325	-\$12,500	\$9,500		Underspend on renewal project realised.	-\$12,500

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Item 5.1 - 3RD QUARTER FINANCE AND COSTING REVIEW 2024-25

Finance and Costing Review - Quarter 1 2024/25
List of Proposed budget amendments by Directorate

SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3 2024/25										
COA Code	Job Number	IE Code	Job Description	2024/25 Full Year Current Budget	2024/25 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org (Savings) / Expenses
149420	149421	34	BOSCCA - Reactive Maintenance - Op Exp	\$1,300	\$4,880	\$5,000	\$6,300		Costs associated with an insurance claim.	
						-\$11,747		\$0		\$7,500
			Infrastructure Services Directorate (Saving)/Expense			-\$124,718		-\$1,530,140		-\$178,767
						-\$310,401		-\$1,322,056		-\$416,064

5.2 AUDIT FINDINGS PROGRESS UPDATE

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	COA01
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

The Audit and Risk Committee are presented a progress update of the findings identified in the:

- a) 2022/2023 Final Audit Management Report;
- b) Interim Audit Management Report for year ended 30 June 2024;
- c) Performance Audit 2024 – Local Government Physical Security Server Room Assets (Emerging Findings);
- d) 2023/24 Final Audit Management Report; and
- e) 2024 Regulation 17 Internal Audit Report.

BACKGROUND

SMC 21 December 2023	Item 5.4.1
ARC 22 April 2024	Item 6.2
ARC 28 August 2024	Item 5.1, 5.2, 5.3
ARC 29 October 2024	Item 5.2
ARC 10 December 2024	Item 5.1
ARC 10 December 2024	Item 5.2
OMC 12 December 2024	Item 13.1

2022/2023 Final Audit Management Report

The Shire's Final Audit Management Report for the 2022/2023 financial year was received by Council at the SMC 21 December 2023.

An update of the progress of audit findings contained in the Shire's 2023 Final Audit Management Report was received by the Audit and Risk Committee (ARC) at the ARC meeting held 22 April 2024 with updates subsequently provided at the August and October ARC meetings.

2023/2024 Interim Audit Management Report

The Shire's Interim Audit was conducted by RSM Australia (RSM) on behalf of the Office of the Auditor General (OAG) in April 2024. The Interim Audit Management Report was

received by the Audit and Risk Committee at the ARC meeting held 28 August 2024 with updates subsequently provided at the October ARC meeting.

2024 Performance Audit – Local Government Physical Security of Server Room Assets (Emerging Findings)

A Performance Audit of 16 non-metropolitan local government entities was undertaken by the OAG to assess the management of local government physical ICT assets to protect them from physical and environmental hazards. Each local government received an Emerging Findings Letter which contained specific findings to the local government and a Summary of Findings Report which was tabled in State Parliament under sections 24 and 25 of the Auditor General Act 2006.

The Emerging Findings Letter and Summary of Findings Report were received by the ARC at the ARC meeting held 28 August 2024 with updates subsequently provided at the October ARC meeting.

Progress Update – Audit Reports

The Audit and Risk Committee received an update on the status of all three audit findings at the ARC meeting held 28 August 2024. Of the 22 findings, 10 were completed, 6 were in progress, and 6 were overdue.

A subsequent progress update was provided at the ARC meeting held 29 October 2024. Of the 22 findings, 14 were completed, 3 were in progress, and 5 were overdue.

It is worth noting that two of the findings in progress address the same issue. This issue was recorded in two separate audit reports because it remained overdue at the time of the second audit (2023/2024 Interim Audit).

Recent Audit Findings

The 2023/24 Final Audit Management Report and the 2024 Regulation 17 Audit were both accepted by the ARC at its meeting held 10 December 2024 and subsequently endorsed by Council the 12 December 2024 Ordinary Meeting of Council (OMC).

2023/2024 Final Audit Management Report

The Shire's Final Audit Management Report for the 2023/2024 financial year was received by the ARC at the ARC meeting held 10 December 2024 and by Council at the OMC 12 December 2024. The 2024 final audit raised eight internal control improvement recommendations, several which had been previously identified and were existing actions within the improvement register.

Regulation 17 Audit Report

Regulation 17 of the Local Government (Audit) Regulations requires the Chief Executive Officer (CEO) to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance at least once every 3 years.

The Shire of Broome (Shire) engaged Paxon Group (Paxon) to undertake this review on behalf of the CEO. Paxon provided 8 recommendations stemming from their review.

COMMENT

A summary of progress on audit findings from the following reports is provided in **Confidential Attachment 1**:

- a) 2022/2023 Final Audit Management Report
- b) 2023/2024 Interim Audit Management Report
- c) 2024 Performance Audit – Local Government Physical Security Server Room Assets (Emerging Findings)

Details contained within the report are considered confidential as releasing them publicly would increase the likelihood that identified risks could be the target of fraudulent or illegal activities. Officers are actively addressing the issues identified in the external audits. Each finding is assigned a risk rating by the auditor to help prioritize and schedule actions for resolution.

2023/2024 Final Audit Management Report

Since the last Audit and Risk Committee meeting on October 29, 2024, 3 additional audits have concluded:

- The 2023/2024 Final Audit, conducted by RSM Australia on behalf of the OAG.
- The Regulations 17 Review, performed by Paxon Group.

A summary of findings from these audits are included for reference.

This report provides a high-level overview of outstanding findings and demonstrates the ongoing commitment to addressing identified risks.

February 2024 Progress Update

The table below summarises findings from outstanding audit matters stemming from audits conducted since 2022. It tracks:

- Total findings raised,
- New findings identified in each audit,
- Findings closed as at the last update,
- Findings classified as “superseded” (re-raised in subsequent audits to avoid duplication),
- Findings closed since the last update, and
- Status of open findings (overdue or not yet due).

	Total Findings	New Finding	Previously Closed	Superseded	Closed this	Open	Overdue	Not yet due
2022 Audit	34	34	28	6	0	0	0	0
2023 Audit	14	5	2	3	0	0	0	0
2024 Interim Audit	6	3	3	0	1	1	1	2
2024 Performance Audit - Security & Access	2	2	2	0	0	0	0	0
2024 Audit	8	4	0	0	4	4	0	3
2024 Regulation 17	8	8	0	0	0	8	2	6
	72	56	35	9	5	13	3	11

- Closed Findings: Finding 6 from the 2023/2024 Interim Audit (Timeliness of policy reviews) is now resolved. A Business Operating Procedure and a Council Policy have been approved, marking this finding as complete.
- Superseded Findings: 9 findings from previous audits have been reclassified as "superseded" as they were addressed in subsequent reports.
- Overdue Findings: 2024 Interim Audit - Accuracy of leave balances.

Findings added

Two recent audits have identified additional findings:

2024 Final Audit: Eight findings, including four new findings and four re-raised from prior audits. Of these 8 findings, 4 have been closed this period:

1. Incorrect recognition of Loan Receivable from the Broome Surf Life Saving Club
2. Timeliness and evidence of review of general journals
3. Portable and attractive assets register not maintained
4. Bonds and deposits register not maintained.

2024 Regulation 17 Review: Eight entirely new findings of which none have been resolved and 2 are now overdue:

1. Fraud Control Plan
2. Manual journal approval process and reconciliations.

The table below outlines findings by target completion dates and highlights overdue findings and those due for resolution in the next quarter.

Audit	Findings	Prior year finding	Rating	Target completion date
2024 Interim	1 - Risk Register Maintenance		Moderate	30-Sep-25
2024 Interim	4 - Accuracy of leave balances	2022	Minor	20-Feb-25
2024 Final	3. Non-timely reconciliation of key account balances	2023	Moderate	30-Jun-25
2024 Final	4. Non-confirmation of goods received or services transferred		Minor	30-Jun-25
2024 Final	5. No testing of business continuity (BCP) and disaster recovery plan (DRP)		Minor	31-Jul-25
2024 Final	8. No policies and procedures for Inventory management	2022	Minor	31-Dec-25
2024 Regulation 17	1 - Internal audit program		Medium	30-Sep-25
2024 Regulation 17	2 - Operation of Risk Management		Medium	30-Sep-25
2024 Regulation 17	3 - Fraud Control Plan		High	30-Mar-25
2024 Regulation 17	4 - Manual journal approval process and reconciliations		Medium	31-Jan-25
2024 Regulation 17	5 - Asset stocktake Processes (fleet and IT assets)		Medium	30-Jun-25
2024 Regulation 17	6 - Annual review of delegations		Low	30-Jun-25
2024 Regulation 17	7 - Monitoring over procurement processes		Low	30-Apr-25
2024 Regulation 17	8 - Public interest disclosure processes		Low	30-Apr-25

2024 Regulation 17 Audit Progress Update

Item 3 Fraud Control Plan 25% complete

The Council Policy Fraud and Corruption Prevention was adopted by Council at the 28 February 2025 Ordinary Meeting of Council.

Item 7 Monitoring over Procurement Processes 50% Complete

Officers have included an oversight and review of procurement processes however have not documented the process to date.

Item 8 Public Interest Disclosure Processes 50% Complete

Council Policy Public Interest Disclosure was adopted by Council at the 28 February 2025 Ordinary Meeting of Council.

The proposed Public Interest Disclosure Officers are due to complete the necessary training by the end of February 2025. Once the training is complete, the draft documents will be presented to Council for consideration at the 22 May 2025 Ordinary Meeting of Council.

Efforts to manage overdue actions have been undertaken. Accountable officers have provided updates regarding the tasks and progress to bring the actions to completion. Where required, new target completion dates are to be presented to OAG for mutual agreement. It is noted that there has only been a 6 week period since the last update was provided to the ARC.

CONSULTATION

Office of the Auditor General

RSM Australia has received the progress updates presented to the Audit and Risk Committee.

STATUTORY ENVIRONMENT**Local Government Act 1995****7.12A (3) Duties of local government with respect to audits**

- (3) A local government must —
- (aa) examine an audit report received by the local government; and
 - (a) determine if any matters raised by the audit report, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

No specific financial implications are associated with this item. Remediation of any of the issues raised within the Audit Management Reports or Emerging Finding Letter may require budget allocations to resolve. Where this requires funding outside of the existing 2024/2025 adopted annual budget, Responsible Officers would request budget allocations either through the Shire's Finance and Costing Review process, or as part of the 2025/2026 annual budget process.

RISK

The audit findings provide management with recommendations particularly to strengthen internal controls and reduce the likelihood of certain risks. Delays in progressing and completing the audit findings can be unfavourable to the organisation, but are also weighed against other demands on Shire resources, and the costs to the community.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 13 - Value for money from rates and long term financial sustainability

Objective 13.1 Plan effectively for short- and long-term financial sustainability

Outcome 14 - Excellence in organisational performance and service delivery

Objective 14.3 Monitor and continuously improve performance levels.

VOTING REQUIREMENTS

Simple Majority

COMMITTEE RESOLUTION:

(REPORT RECOMMENDATION)

Minute No. AR/0425/003

Moved: Cr D Male

Seconded: Cr M Virgo

That the Audit and Risk Committee recommends that Council:

- 1. Receive the progress update of findings as per Confidential Attachment 1;**
- 2. Notes the progress towards rectification of outstanding findings over the period;**
- 3. Requests the Chief Executive Officer to progress the finalisation of all remaining outstanding findings as soon as practicable.**

CARRIED UNANIMOUSLY 3/0

Attachments

1. February 2025 - Audit Progress Update (Confidential to Councillors and Directors Only)
This attachment is confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(f)(i) as it contains “a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method of procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law”, and section 5.23(2)(f)(ii) as it contains “a matter that if disclosed, could be reasonably expected to endanger the security of the local governments property”.

6. MATTERS BEHIND CLOSED DOORS

Nil

7. MEETING CLOSURE

There being no further business the Chair declared the meeting closed at 10:53 AM

9.4.5 MINUTES AND RECOMMENDATIONS FROM THE KIMBERLEY ZONE AND KIMBERLEY REGIONAL GROUP MEETING HELD 10 APRIL 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Executive Assistant to Chief Executive Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report presents for Council endorsement the Minutes from the joint meeting of the Kimberley Zone of the Western Australian Local Government Association (WALGA) and Kimberley Regional Group held on 10 April 2025.

BACKGROUND

A copy of the minutes from the Kimberley Zone of WALGA (Kimberley Zone) and the Kimberley Regional Group (KRG) meeting held 10 April 2025 are attached for Council consideration (**Attachments 1 and 2**).

As a result of a past decision of the group, both the Kimberley Zone and KRG meetings occur consecutively.

It should be remembered that the Kimberley Zone is a group established to represent regional issues to the State Council of WALGA. This group includes the four Kimberley Shires in addition to the Shires of Christmas Island and Cocos Keeling Islands.

The Shire of Wyndham East Kimberley accepted the Secretariat role for the Kimberley Zone / KRG late in 2021.

COMMENT

The minutes and respective background information are attached to this report and the following comments are made in relation to the resolutions passed by the Group. Additional recommendations have been made where necessary for Council's consideration.

Kimberley Zone Meeting Minutes – 10 April 2025

Reports from Representatives

- WALGA -
 - Cr Karen Chappel, Manager Governance and Procurement, WALGA
 - Nick Sloan, CEO

Reports from Kimberley Country Zone

The following table provides a summary of Matters for Decision that were to be considered at the WALGA State Meeting on 5 March 2025, and provides an update on Matters for Noting.

	Matters for Decision	WALGA Recommendation
8.1	Regulations for CEO KPIs and online registers – WALGA Submission	<p>RECOMMENDATION That the Zone support the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA endorse the recommendations contained in the attached 'Regulations for CEO KPIs and public registers submission'.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Consultation is open on the draft Local Government Regulations Amendment Regulations 2024 (the Draft Regulations), which give effect to reforms relating to the publication of online registers, publication of CEO performance criteria and performance reviews, and other CEO matters. • The Local Government legislation reform platform from the State Government indicated that one of the reform outcomes was "Reducing red tape, increasing consistency and simplicity". • The overwhelming sector feedback is that these reforms will not achieve this aim and will instead increase red tape without any clear public benefit. • Sector feedback has been collated and identifies overarching concerns listed in this report. • The attached submission, informed by this feedback, is recommended for endorsement. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • Regulations for CEO KPIs and public registers Draft WALGA submission <p>POLICY IMPLICATIONS WALGA's existing advocacy positions are based on the high-level reform proposals provided for public consultation in 2022.</p> <p>The current Advocacy Positions are:</p> <p>2.2.4 CEO Recruitment Panel <i>The Local Government sector supports the Department of Local Government, Sport and Cultural Industries establishing a panel of approved panel members to perform the role of the independent person on CEO recruitment panels.</i></p>

	Matters for Decision	WALGA Recommendation
		<p>2.5.27 Online Registers <i>The Local Government sector supports requiring Local Governments to report specific information in online registers on the Local Government's website, including registers for leases, community grants, interests disclosures, applicant contributions and contracts (excluding contracts of employment).</i></p> <p>2.5.28 Publishing CEO Key Performance Indicators</p> <ol style="list-style-type: none"> 1. The Local Government sector conditionally supports the reporting of CEO Key Performance Indicators (KPIs) that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPIs of a confidential nature. 2. The Local Government sector does not support results of CEO performance reviews being published.
8.2	Dog and Cat Management Advocacy Position	<p>RECOMMENDATION That the Zone support the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA replace Advocacy Position 2.12 Puppy Farming with a revised <i>Dog and Cat Management</i> advocacy position, as follows:</p> <p><i>In regard to the Dog Amendment (Stop Puppy Farming) Act 2021 and the PetsWA Centralised Database, the WA Local Government sector advocates:</i></p> <ol style="list-style-type: none"> a) <i>That fees reflect completed cost modelling to ensure that Local Governments achieve full cost recovery in ensuring compliance with the Dog Act 1976 or Cat Act 2011.</i> b) <i>that Fees and Charges set in Regulations are reviewed bi-annually and, at minimum, adjusted by the Local Government Cost Index.</i> c) <i>that the PetsWA centralised registration database is developed, operated and maintained by State Government, with no loss to Local Government registration fee revenue.</i> d) <i>that the function of PetsWA be restricted to the registration of dogs and cats, exclude ancillary functions such as animal related complaints and infringement notices, and integrate with existing Local Government corporate systems.</i>

	Matters for Decision	WALGA Recommendation
		<p>e) for the continued legislative exemptions for livestock working dogs in recognition of their special breeding requirements.</p> <p>f) for a State Government-led education initiative whereby the community.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Motions from Zones regarding the PetsWA Centralised Registration Database provide an opportunity to review the existing Puppy Farming advocacy position and replace it with a new Dog and Cat Management advocacy position. • The purpose of the new position is to reflect the progression of the Dog Amendment (Stop Puppy Farming) Act 2021 and the emerging concerns of the Local Government sector regarding the PetsWA centralised registration system. • The Governance Policy Team endorsed the new advocacy position at its meeting on 24 March. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • Comparison table between current Advocacy Position 2.12 Puppy Farming, and proposed advocacy position Dog and Cat Management. <p>POLICY IMPLICATIONS</p> <p>This item is to replace existing Advocacy Position 2.12 Puppy Farming with a new Dog and Cat Management position.</p> <p>The current Advocacy Position is as follows:</p> <p>2.12 Puppy Farming</p> <p>1. The WA Local Government sector:</p> <ol style="list-style-type: none"> a) Welcomes a cost modelling review of the financial impact on Local Governments to ensure that Local Government is able to fully recover costs and not be disadvantaged in ensuring compliance of any new legislation to Stop Puppy Farming. b) Acknowledges the benefit of de-sexing of dogs not used for approved breeding purposes, and request further information on the complexities associated with de-sexing of dogs prior to considering supporting the proposal. c) Supports a centralised dog registration system that is developed, operated and maintained by State Government. d) Supports appropriate legislative exemptions for livestock working dogs in recognition of their special breeding requirements. e) Does not support the transition of pet shops to adoption centres. f) Requests there be a Local Government-specific consultation process in relation to the proposed

	Matters for Decision	WALGA Recommendation
		<p>amendments to the Animal Welfare Act to introduce Standards and Guidelines for the Health and Welfare of Animals including dogs.</p> <p>g) Supports a State Government-led education initiative whereby the community is encouraged to purchase puppies from professional registered breeders.</p> <p>h) Requests the State Government discontinue the use of the term 'Farming' due to the negative connotation that may be associated with other regulated industries, and consider renaming the initiative 'Stop Puppy Mills'.</p> <p>2. The Local Government sector advocates that:</p> <p>a) any additional costs incurred by a Local Government in administering the Dog Act be paid by the State Government; and</p> <p>b) the Fees and Charges set in Regulations are reviewed biannually and at minimum, be adjusted by the Local Government Cost Index.</p> <p>The recommended new Advocacy Position is as follows:</p> <p><i>Dog and Cat Management</i></p> <p>In regard to the Dog Amendment (Stop Puppy Farming) Act 2021 and the PetsWA Centralised Database, the WA Local Government sector advocates:</p> <p>a) that fees reflect completed cost modelling to ensure that Local Governments achieve full cost recovery in ensuring compliance with the Dog Act 1976 or Cat Act 2011.</p> <p>b) that Fees and Charges set in Regulations are reviewed bi-annually and, at minimum, adjusted by the Local Government Cost Index.</p> <p>c) that the PetsWA centralised registration database is developed, operated and maintained by State Government, with no loss to Local Government registration fee revenue.</p> <p>d) that the function of PetsWA be restricted to the registration of dogs and cats, exclude ancillary functions such as animal related complaints and infringement notices, and integrate with existing Local Government corporate systems.</p> <p>e) for the continued legislative exemptions for livestock working dogs in recognition of their special breeding requirements.</p> <p>f) for a State Government-led education initiative whereby the community is encouraged to purchase puppies from approved breeders.</p> <p>A table comparing the current and proposed advocacy position can be seen in Attachment A.</p>

	Matters for Decision	WALGA Recommendation
8.3	Native Vegetation Clearing Regulations Advocacy Position	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA replace the following Advocacy Positions:</p> <p>5.2.1 Environmental Protection Act</p> <p>5.2.2 Land Clearing in Road Reserves</p> <p>with an updated Native Vegetation Clearing Regulations Advocacy Position as follows:</p> <p>WALGA calls on the Western Australian Government, in consultation with Local Government, to undertake legislative and policy reform to improve the effectiveness, efficiency and transparency of the regulatory system for clearing native vegetation in Western Australia, including:</p> <ol style="list-style-type: none"> 1. Amending the Environmental Protection Act 1986 and associated regulations to remove unnecessary process, complexity and improve timeframes, including: <ol style="list-style-type: none"> a) introducing statutory timeframes for the determination of referrals, permit applications and appeals b) increasing the default duration of Area and Purpose Permits to 10 years c) provide a permanent exemption for clearing of previously legally cleared transport corridors d) strengthening environmental data sharing requirements to ensure proponents cannot opt-out of sharing data collected for environmental assessment and monitoring purposes. 2. Ensuring the regulatory system is adequately resourced to: <ol style="list-style-type: none"> a) implement an expedited process for clearing permits for projects that prevent death and serious injury (road safety), and state and federally funded or co-funded projects b) establish a dedicated Local Government unit within the Department of Water and Environmental Regulation to: <ol style="list-style-type: none"> i. case manage Local Government referrals and clearing permit applications

	Matters for Decision	WALGA Recommendation
		<p>ii. <i>provide guidance and training for Local Governments, particularly in relation to roadside vegetation management</i></p> <p>iii. <i>support partnerships with Local Governments in strategic environmental offsets</i></p> <p>c) <i>enable timely investigation and enforcement action for illegal clearing</i></p> <p>d) <i>increase investment in the collection and provision of statewide biodiversity data, including:</i></p> <p>i. <i>funding and coordinating a state-wide biodiversity survey program to standardise habitat and vegetation mapping</i></p> <p>ii. <i>making biodiversity data more discoverable, accessible and useable.</i></p> <p>3. <i>Undertaking bioregional planning for native vegetation management, with a focus on highly cleared areas and implementing strategic solutions for environmental offsets that can be utilised by Local Government.</i></p> <p>4. <i>Working with the Australian Government to reduce duplication between the Environmental Protection Act 1986 and the Environment Protection and Biodiversity Conservation Act 1999.</i></p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The effectiveness, cost and complexity of the regulatory system for native vegetation clearing has been a longstanding concern for Local Governments, particularly in relation to its impacts on the delivery of road and other infrastructure projects. • WALGA has made numerous representations and submissions to the State Government on this issue. • WALGA's current advocacy positions relating to the regulation of clearing of native vegetation were endorsed by State Council in 2004 (5.2.1) and 2006 (5.2.2). • Numerous reviews and significant legislative and policy changes aimed at streamlining regulatory requirements have occurred since that time which has resulted in some improvement, however, problems persist. • The updated Advocacy Position, seeks to respond to feedback and issues raised by the sector, calls the State Government to: <ul style="list-style-type: none"> ○ implement legislative, policy and process changes, including the imposition of statutory timeframes for assessments and appeals; increasing the duration of clearing permits;

	Matters for Decision	WALGA Recommendation
		<p>providing a permanent exemption to enable clearing in previously legally cleared transport corridors; and strengthening environmental data sharing requirements.</p> <ul style="list-style-type: none"> ○ allocate adequate resources to implement an expedited process for road safety and state and federally funded or co-funded projects; a dedicated Local Government unit to process applications and support the sector; timely compliance and enforcement action; and implement a state-funded collection and provision of data. ○ undertake bioregional planning and implement strategic solutions for environmental offsets for Local Government. ○ reduce duplication between the State and Australian government regulatory systems. <ul style="list-style-type: none"> ● At their joint meeting on 24 March, the Environment and Infrastructure Policy Teams recommended that State Council endorse the Native Vegetation Clearing Regulations advocacy position. <p>ATTACHMENT</p> <ul style="list-style-type: none"> ● WALGA Native Vegetation Clearing Regulations Issues Paper ● Road Safety Briefing Note <p>POLICY IMPLICATIONS</p> <p>This item is to replace existing Advocacy Positions 5.2.1 Environmental Protection Act and 5.2.2 Land Clearing in Road Reserves with a new <i>Native Vegetation Clearing Regulations</i> position.</p> <p>The current Advocacy Positions are as follows:</p> <p>5.2.1 Environmental Protection Act</p> <p><i>Impact on Road Reserves Position Statement. The Local Government sector supports continued advocacy to minimise the impact on road reserves and in regards to Regulations, processing times, access to vegetation data and a Code of Practice on maintenance activities.</i></p> <p>5.2.2 Land Clearing in Road Reserves</p> <p><i>The Local Government sector supports Schedule 2 of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 as a permanent exemption for the maintenance of existing transport corridors and supports the continued advocacy for improvements to processing and timelines of the current clearing legislation.</i></p> <p>The proposed Advocacy Position is as follows:</p>

	Matters for Decision	WALGA Recommendation
		<p>Native Vegetation Clearing Regulations</p> <p>WALGA calls on the Western Australian Government, in consultation with Local Government, to undertake legislative and policy reform to improve the effectiveness, efficiency and transparency of the regulatory system for clearing native vegetation in Western Australia, including:</p> <ol style="list-style-type: none"> 1. Amending the Environmental Protection Act 1986 and associated regulations to remove unnecessary process, complexity and improve timeframes, including: <ol style="list-style-type: none"> a. introducing statutory timeframes for the determination of referrals, permit applications and appeals b. increasing the default duration of Area and Purpose Permits to 10 years c. provide a permanent exemption for clearing of previously legally cleared transport corridors d. strengthening environmental data sharing requirements to ensure proponents cannot opt-out of sharing data collected for environmental assessment and monitoring purposes. 2. Ensuring the regulatory system is adequately resourced to: <ol style="list-style-type: none"> a. implement an expedited process for clearing permits for projects that prevent death and serious injury (road safety), and state and federally funded or co-funded projects b. establish a dedicated Local Government unit within the Department of Water and Environmental Regulation to: <ol style="list-style-type: none"> i. case manage Local Government referrals and clearing permit applications ii. provide guidance and training for Local Governments, particularly in relation to roadside vegetation management iii. support partnerships with Local Governments in strategic environmental offsets c. enable timely investigation and enforcement action for illegal clearing d. increase investment in the collection and provision of statewide biodiversity data, including: <ol style="list-style-type: none"> i. funding and coordinating a state-wide biodiversity survey program to

	Matters for Decision	WALGA Recommendation
		<p><i>standardise habitat and vegetation mapping</i></p> <p><i>ii. making biodiversity data more discoverable, accessible and useable.</i></p> <p>3. <i>Undertaking bioregional planning for native vegetation management, with a focus on highly cleared areas and implementing strategic solutions for environmental offsets that can be utilised by Local Government.</i></p> <p>4. <i>Working with the Australian Government to reduce duplication between the Environmental Protection Act 1986 and the Environment Protection and Biodiversity Conservation Act 1999.</i></p>
8.4	Submission on the State Recovery Arrangements	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That State Council endorse the submission to the Department of Fire and Emergency Services on proposed revisions to the State Recovery Arrangements.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The Department of Fire and Emergency Services (DFES) is consulting on revised State Recovery Arrangements via Engage WA Emergency Management. Formal consultation closes Friday, 2 May. • WALGA was granted an extension to enable the draft submission to be included as an Item for Decision in the 7 May State Council Agenda. • The revised arrangements integrate lessons from past recoveries, current best practices, and clarify roles and responsibilities. • There are no significant changes to Local Government roles and responsibilities under the <i>Emergency Management Act 2005</i> and State Emergency Management Framework. • The Commonwealth - State Disaster Recovery Funding Arrangements <ul style="list-style-type: none"> - Western Australia (DRFA-WA) are not part of the State Emergency Management Framework and are outside the scope of the review. • WALGA's draft submission was shared with Local Governments and the draft final version incorporates feedback. • WALGA's submission is generally supportive of the revised State Recovery Arrangements, which provide

	Matters for Decision	WALGA Recommendation
		<p>improved clarity on roles and responsibilities in recovery, particularly for State Government, and clearer arrangements for transitioning from response to recovery and from recovery to business as usual.</p> <ul style="list-style-type: none"> • WALGA's submission highlights the need for State Government investment in streamlined, appropriate and effective funding mechanisms for recovery and resilience building, and the need to ensure adequate support to Local Governments. • The People and Place Policy Team noted the draft submission at its 18 March meeting. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • Draft State Recovery Arrangements - WALGA submission <p>POLICY IMPLICATIONS</p> <p>WALGA's submission on the State Recovery Arrangements is aligned to the following Advocacy Positions :</p> <p>8.1 Emergency Management Principles</p> <ol style="list-style-type: none"> 1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia. 2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework. 3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities. <p>8.2 State Emergency Management Framework</p> <p><i>Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:</i></p> <ol style="list-style-type: none"> 1. Protecting people, the economy, and the natural environment from disasters; 2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies;

	Matters for Decision	WALGA Recommendation
		<ol style="list-style-type: none"> 3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders; 4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and 5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management. <p>8.3 Sustainable Grant Funding Model for Emergency Management</p> <p><i>Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:</i></p> <ol style="list-style-type: none"> 1. Empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery; 2. Supports the resilience of local communities through capacity-building activities and programs; 3. Is responsive to the variations in Local Government resourcing and context; and 4. Develops the skills, capacity and capability of the emergency management workforce; and 5. Is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive. <p>8.11 Local Emergency Management Arrangements (LEMA)</p> <ol style="list-style-type: none"> 1. The State Government should fund the implementation of the Local Emergency Management Arrangements (LEMA) Improvement Plan endorsed by the State Emergency Management Committee (SEMC). 2. A reformed LEMA system should: <ol style="list-style-type: none"> a. Clearly articulate the roles and responsibilities of Local Governments in emergency management; b. Simplify the reporting processes and reduce the administrative burden of maintaining compliance;

	Matters for Decision	WALGA Recommendation
		<ul style="list-style-type: none"> c. Provide a suite of scalable tools and guidance materials that are accessible through an online knowledge hub; d. Build the emergency management capacity and capability of Local Governments through the provision of targeted training, exercising support, human resources and sustainable funding; e. Assist Local Governments to continue to deliver their core business activities and provide public information during an emergency event; f. Improve the connectivity of Local Governments' various risk management and hazard planning processes through an integrated approach; and g. Enable resource sharing and collaboration across the Local Government sector. <p>5.4.3 Betterment (resilience)</p> <p><i>The Local Government sector supports increased funding for the replacement or restoration of damaged assets to a more resilient standard following an event.</i></p>
8.5	Health (Public Buildings) Regulations Consultation	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.5 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p><i>That WALGA endorse the submission on Health (Public Buildings) Regulations Consultation to the Department of Health.</i></p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The Department of Health (DoH) is seeking feedback on the Consultation Paper 2025 Health (Public Buildings) Regulations 1992 (Consultation Paper), which examines whether the Regulations should be repealed without replacement. • Repealing the Regulations is not supported by the sector, as it would impede Local Governments' ability to proactively manage and mitigate public health risks. • Revised Regulations are supported to provide a contemporary, riskbased approach to public building management, eliminating unnecessary building construction requirements and incorporating modern compliance and enforcement tools.

	Matters for Decision	WALGA Recommendation
		<ul style="list-style-type: none"> WALGA received an extension of time from DoH to allow the submission to be considered by State Council as part of the May Agenda. <p>ATTACHMENT</p> <ul style="list-style-type: none"> WALGA's submission on the Health (Public Buildings) Regulations Consultation <p>POLICY IMPLICATIONS</p> <p>WALGA's submission is consistent with the following WALGA Advocacy Position</p> <p>6.6 Building Act and Regulations</p> <p><i>Assessments of the effectiveness of building control systems across Australia have recognised that there is diminishing public confidence in the building and construction industry, and that change is required to ensure buildings are safe and perform to expected standards. Now more than ever, the focus is on Local Government building departments to deliver good governance, local leadership and sustainable services that meet the needs of their communities whilst supporting local jobs and economic growth. The Association has the following endorsed positions:</i></p> <ol style="list-style-type: none"> Support the retention of Local Government as the primary permit authority in Western Australia for decisions made under the Building Act 2011. Supports mandatory inspections for all classes of buildings; however, Local Government should not be solely responsible for all mandatory inspections. Advocate for the State Government to urgently prioritise legislative reform that addresses systemic failures in the current building control model and to provide clarification on the role of Local Government in building control to ensure building legislation supports the following objectives: <ol style="list-style-type: none"> Quality buildings that are cost efficient. Functional, safe and environmentally friendly buildings. Good decision making in all aspects of building. Efficiency and effectiveness in building management, administration and regulation. Openness and accountability with respect to all building matters. Recognition of the rights and responsibilities of all parties in building matters in an equitable manner.

	Matters for Decision	WALGA Recommendation
		<ol style="list-style-type: none"> 4. Existing and proposed building control related fees and charges to be cost recovery for Local Government. 5. WALGA will work with members, state agencies and industry groups to develop training opportunities and to promote the Local Government building surveying profession to ensure sustainability of Local Government building control services. 6. WALGA supports the Australian Building Codes Boards Trajectory for Low Energy Buildings by supporting Local Governments to meet community strategic objectives of a net zero carbon future by 2050 through work with members, state agencies and industry groups.

Conclusion

The Kimberley Zone noted the report from the WALGA President and the circulated State Council Agenda Items and supported the recommendations in the Matters for Decision contained with the State Council Agenda and acknowledged the items for noting above and the Status Report on State Council Resolutions.

Kimberley Regional Group Meeting Minutes - 10 April 2025

The following items from the Kimberley Regional Group Meeting held 10 April 2025 should be noted by Council:

Correspondence

The KRG noted that the correspondence was received and noted that the Chief Executive Officer could be directed on a response if required.

Correspondence in:

Date: 27/03/2025

From: Department of Communities, Regional Housing Workshop Team

Topic: Kimberley Region Housing Workshops

Correspondence out:

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Ms. Divina D'Anna MLA, Member for the Kimberley; Parliamentary Secretary to the Premier

Topic: Congratulations on re-election and appointment as Parliamentary Secretary Premier

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Hon Don Punch MLA, Minister for Aboriginal Affairs; Water; Climate Resilience; South West

Topic: Congratulations on your appointment

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Hon John Carey MLA, Minister for Planning and Lands; Housing and Works;
Health Infrastructure

Topic: Congratulations on your appointment

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Hon Hannah Beazley MLA, Minister for Local Government; Disability Services;
Volunteering; Youth; Gascoyne

Topic: Congratulations on your appointment

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Hon Roger Cook MLA, Premier

Topic: Congratulations on your re-election

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Hon Reece Whitby MLA, Minister for Police; Road Safety; Tourism; Great Southern

Topic: Congratulations on your appointment

Date: 24/03/2025

From: Cr David Menzel, Chair KRG

To: Hon Rita Saffioti MLA, Deputy Premier; Treasurer; Transport; Sport and Recreation

Topic: Congratulations on your appointment

Date: 24/03/2025

From Cr David Menzel, Chair KRG

To Hon Stephen Dawson MLC, Minister for Regional Development; Ports; Science and
Innovation; Medical Research; Kimberley

Topic Congratulations on your appointment

Date: 03/04/2025

From: Cr David Menzel, Chair KRG

To: Hon Hannah Beazley MLA, Minister for Local Government; Disability Services;
Volunteering; Youth; Gascoyne

Topic Review of the Financial Assistance Grants

Date: 03/04/2025

From: Cr David Menzel, Chair KRG

To: Nick Sloan, CEO WALGA

Topic: Review of the Financial Assistance Grants

Date: 03/04/2025

From: Cr David Menzel, Chair KRG

To: Karen Chappell, President WALGA

Topic Review of the Financial Assistance Grants

Financial Report

To be table at the July Meeting.

Formal Presentations

The following presentations were received from key stakeholders:

- Michele Pucci, A/CEO KDC
- Janine Hatch, Director RDA Kimberley
- Josh Lowrie, Assistant Director Australian Bureau of Statistics

KDC Presentation:

That the Executive Team

1. Develop a brief scope of works for KDC for funding (20K) to progress the Kimberley Housing pipeline.
2. Work with the KDC to explore innovative solutions for the Kimberley that may attract government investment interest.

Executive Officer to reach out and invite Hon Melissa Price MP to a KRG meeting.

Executive Officer to keep KRG members informed about any upcoming meetings with politicians. Members to notify the EO if they wish to attend accordingly.

Executive Team to develop a brief scope of works for KDC for funding (20K) to progress the Kimberley Housing Pipeline.

Executive Team to work with the KDC to explore innovative solutions for the Kimberley that may attract government investment interest.

KDC Presentation:

Executive Officer to write to Minister Dawson to raise key issues:

- GROH need to build homes in town
- Status of existing stock – Shire of Broome work:
 - Issue is contrary to requirements under the health act - risk for Local Government
 - Investment needed to ensure assets are safe and habitable
 - Push costs onto local government
 - Shires do fire breaks, cyclone clean ups and rubbish collection

RDA Presentation: Shires to circulate ABS job roles when advertised through networks.

Kimberley Regional Group Annual Report 2023-24

The KRG approved the KRG Annual Report 2023/24 for release.

Position Paper Rates Exemptions

The KRG

1. Endorsed the Position Paper Rates Exemption April 2025.
2. Approved \$500 to design and to print the Position Paper.

Executive Team to proceed with designing and printing the Rates Exemptions Position Paper.

2028 Eclipse Strategic Planning Working Group - KRG Representative

The KRG nominated Vernon Lawrence as the representative for the KDC Regional Working Group for the 2028 Eclipse Strategic Planning.

1. Executive Officer write to Minister Dawson regarding the Tanami Road opportunities
2. Executive Officer and KRG Members to develop a list of priority projects for consideration by the Eclipse Working Group.

Kimberley Housing Pipeline

The KRG noted the progress of the Kimberley Housing Pipeline Project and took into consideration matters raised by the KDC during their presentation.

Refer item 7 Formal Presentations.

Federal Budget 2025-26

The KRG noted the outcomes of the Federal budget for the Kimberley.

Election Strategy Update

The KRG noted:

1. The outcome of the State Election Strategy.
2. That the WA post-election budget will be handed down in June 2025 and further advocacy opportunities will be progressed including meetings with new Ministers
3. That opportunities to advocate for investment will continue during the Federal election campaign.

Around the Grounds

For information only.

Kimberley Regional Group Priority Action List

The KRG noted the priority action list progress.

Executive Officer Report

The Executive Officers Report was received and endorsed. As per Outstanding Actions.

General Business

Item: KRG Canberra Trip

Responsible: CEO, Shire of Wyndham East

Comments/ Action Arising:

1. Executive Team and KRG Secretariat to work on possible dates for the Canberra visit and report back to the Members
2. KRG members to advise the key stakeholders they would like meetings with in Canberra.

Item: KRG Executive Assistant attendance at a 3 July development workshop in Perth with the Regional Capitals Alliance of WA

Responsible: Executive Officer

Comments/ Action Arising: Opportunity for collective professional development for Executive Assistants in Perth.

Item: **Shared Services**

Responsible: Executive Officer

Comments/ Action Arising: A meeting to be organised out of session with the CEOs.

Item: **2025 Developing Northern Australia Conference, Cairns, 22- 24 July 2025**

Responsible: Executive Officer

Comments/ Action Arising: Tickets have been secured for 2 KRG members from each Shire. RDA Kimberley members have agreed to be included in the KRG package.

Item: **North West Defence Alliance – KRG Representative**

Responsible: Executive Officer

Comments/ Action Arising: KRG Secretariat to advise North West Defence Alliance that Geoff Haerewa is no longer a Councillor and that the KRG is working through a process for a replacement representative, and that the Alliance will be advised of the KRG representative in due course.

Item: **Raised by the Shire of Carnarvon - Vote of no confidence in Government Handling of Children at risk.**

Responsible: A/CEO, Shire of Broome

Comments/ Action Arising: Refer Attachment 20 and 2. Executive Team to draft a response.

Item: **Shire of Derby West Kimberley: Level of uncertainty regarding the state of the Council**

Responsible: CEO, Shire of Derby West Kimberley

Comments/ Action Arising: Executive Officer to work with the CEO, Shire of Derby West Kimberley to draft a letter to the DLGSC / Minister requesting that the Department move swiftly to resolve/address the Shire of Derby West Kimberley issues which is also having an impact on the operations of the KRG.

CONSULTATION

WALGA

Kimberley Development Commission

Kimberley Regional Development Australia.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK

Nil

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 11 - Effective leadership, advocacy and governance

Objective 11.1 Strengthen leadership, advocacy and governance capabilities.

Prosperity - Together, we will build a strong, diversified and growing economy with work opportunities for everyone.

Outcome 9 - A strong, diverse and inclusive economy where all can participate

Objective 9.5 Grow the size and depth of Broome's labour market with improved access to training and development opportunities.

Place - We will grow and develop responsibly, caring for our natural, cultural and built heritage, for everyone.

Outcome 7 - Safe, well connected, affordable transport options

Objective 7.1 Provide safe and efficient roads and parking.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council receives and endorses the resolutions of the Kimberley Zone of Western Australia Local Government Association (WALGA) and the Kimberley Regional Group as attached in the Kimberley Zone of WALGA and Kimberley Regional Group Joint Meeting Minutes of 10 April 2025 en bloc.

Attachments

1. KIMBERLEY ZONE KIMBERLEY ZONE MINUTES 10 APRIL 2025
2. ADDITIONAL ACTION ITEMS - KIMBERLEY ZONE MINUTES 10 APRIL 2025
3. KIMBERLEY REGIONAL GROUP MINUTES 10 APRIL 2025



Meeting Minutes

10 April 2025

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1. Kimberley Country Zone Meeting Open: 9:29AM

Chair acknowledged the Traditional Custodians of the different lands on which people met today, and paid respect to all the Elders past, present and emerging.

2. Attendance and Apologies

Name	Shire / Council / Organisation	Method
Members		
Cr Malcolm Edwards	President, Shire of Halls Creek	In Person
Cr Chris Mitchell	President, Shire of Broome – Chair	In Person
Cr Peter McCumstie	President, Shire of Derby West Kimberley	Zoom
Observers		
Jeremy Hall	A/CEO, Shire of Broome	In Person
Tamara Clarkson	CEO, Shire of Derby West Kimberley	In Person
Susan Leonard	CEO, Shire of Halls Creek	In Person
Vernon Lawrence	CEO, Shire of Wyndham East Kimberley	In Person
Executive Support Team		
Paul Rosair	Principal NAJA Business Consulting	In Person
Michelle Mackenzie	Principal Mira Consulting	In Person
Jane Lewis	Principal Redit Research	Zoom
Rebecca Billing	Administrative Assistant, NAJA Business Consulting	Zoom
Apologies		
Gordon Thomson	President, Shire of Christmas Island	
David Price	CEO, Shire of Christmas Island	
Aindil Minkom	President, Cocos (Keeling) Islands	
Frank Mills	CEO, Cocos (Keeling) Islands	
Tony Lacy	Cocos (Keeling) Islands	
Cr Azah Badlu	Cocos (Keeling) Islands	
Sam Mastrolembo	CEO, Shire of Broome	

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Name	Shire / Council / Organisation	Method
Cr David Menzel	Zone Chair, and President, Shire of Wyndham East Kimberley	
Cr Tony Chafer	Deputy Shire President, Shire of Wyndham East Kimberley	
Guests		
Nick Sloan	CEO, WALGA	Zoom
Cr Karen Chappel	President, WALGA	Zoom

3. Disclosures, Conflicts and Declarations of Interest:

Financial Interest / Impartiality			
Member	Item Number	Item	Nature of Interest
Nil			

4. Kimberley Country Zone State Council Agenda:

Attachments:

- 1 President's Report
- 2 WALGA State Council Agenda and Report on State Council Actions
(Separately Attached)

1.1 Presidents Report – Attachment 1

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President's Report

May 2025

Introduction

As always, I am proud to highlight our continual efforts to use our influence and support our Members through advocacy, expertise and the services provided by WALGA.

One election finished, two more to go in 2025.

In this report, I outline the State election result and touch on the outcomes of WALGA's advocacy, the Federal election strategy, the Aboriginal Engagement Forum, Local Government legislative reform and work in the Renewable Energy area.

State Election

The State Election was held in March and saw the re-election of the Cook Government.

I have written to the Premier, Deputy Premier, Leader of the Opposition and all Ministers to congratulate them on their appointment and seek the opportunity to discuss the sector's priorities for the next term.

I have invited Ministers with a Regional Portfolio to attend Zone meetings where possible.

WALGA's "The West at its Best" State Election Priorities was highly successful with all parties committing to components of the priority requests. The Labor Government's commitments were significant, and a report will be provided in the State Council agenda for this round of meetings.

Federal Election Strategy

WALGA's 2025 Federal Election policy platform is now complete and was provided to the Federal Government and WA Members of Parliament and candidates in February 2025. The Australian Local Government Association will also be running a public campaign to seek additional funding for priority areas for Local Governments.

WALGA's key areas of focus are Community Infrastructure, Coastal Management, Emergency Management, Regional Health, Safer Roads and Telecommunications.

WALGA is seeking meetings with relevant Members of Parliament in coming months to discuss these important priorities.

Aboriginal Engagement Forum

I want to thank those Elected Member and State Councillors who have registered to join us at the Aboriginal Engagement Forum on 9 April and especially mention Cr Barry Winmar and Cr Helen Sadler for their membership of the event Reference Group. I'm delighted to report that we've had a record number of State Councillors, Elected Members, and CEO delegates register this year, which speaks to the importance of this issue and high calibre program.

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The afternoon before the Forum, WALGA will hold its first Aboriginal Elected Members Roundtable with 15 Aboriginal Elected Members from across the State. This event will provide an opportunity for attendees to share their experiences, achievements, challenges and aspirations as a Councillor and to explore how WALGA can assist and support them. I look forward to building on this important work.

Renewable Energy

Work has commenced on the development of a best practice Community Benefits and Engagement Guide to assist Local Governments working with proponents on large scale renewable energy projects. Two workshops have been held with Local Governments, providing them the opportunity to speak about the challenges and opportunities they are facing.

WALGA is also conducting research relating to Local Government rating and payment in lieu of rates in respect to renewable energy projects.

Through this project, consultants have been engaged to provide advice on current rating provisions available to Local Governments. This includes differential rating and reviewing rating methods from other jurisdictions including Victoria's Payment in Lieu of Rates (PILOR) Scheme.

Letters have also been sent to the Premier and the new Minister for Energy and Decarbonisation; Manufacturing; Skills and TAFE; Pilbara, seeking a meeting to discuss the key issues being faced by Local Governments.

Local Government Legislative Reform

WALGA continues to support members in implementing and preparing for reforms included in the Local Government Amendment Acts of 2023 and 2024.

The requirement to appoint all Committee Members by absolute majority Council decision by 1 July 2025 is now in effect. Preparation is also being made for the anticipated reforms to Audit Risk and Improvement Committee, including the requirement to appoint an independent person as Presiding Member. In addition, Local Governments are required to consider the application of newly introduced caretaker restrictions in their forward planning.

The Department of Local Government, Sport and Cultural Industries consultation regarding the publication of CEO KPIs and online registers is open until 8 May. WALGA circulated an Info Page and Discussion paper, seeking feedback on the draft regulations. The results of this consultation, and proposed WALGA submission will be in the State Council agenda to be considered at the April/May round of Zone and State Council meetings.

President Cr Karen Chappel AM JP
WALGA President



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President's Contacts

The President's contacts since 6 December 2024 and scheduled before 5 March 2025 are as follows:

State and Commonwealth Government Relations

- State Road Funds to Local Government Advisory Committee Meeting
- Hon John Carey MLA, Minister for Planning; Lands; Housing; Homelessness
- Hon Hannah Beazley MLA, Minister for Local Government; Youth

Zone Meetings

- Avon Midland Country Zone Meeting
- North Metro Zone Meeting
- Pilbara Country Zone Meeting
- Central Metropolitan Zone Meeting
- Kimberley Zone Meeting
- Northern Country Zone Meeting

Local Government Relations

- State Council Meetings
 - Information Forum
 - Local Government House Trust
 - Finance and Services Committee
 - ALGA
 - Board Meeting & Strategic Planning Retreat
 - LGIS
 - JLT Management Committee
 - Risk and Audit Committee
- 1.
- City of Vincent - Mayor Alison Xamon & CEO David MacLennan
 - Growth Areas Perth and Peel (GAPP) Meeting
 - Lord Mayors Distress Relief Fund AGM & Board Meeting

Conferences, Workshops, Public Relations

- WALGA Wrap 2024
- WALGA Urban Forest Conference
- Certificate 3 in Local Government Virtual Graduation
- Seven West Media Leadership Matters Breakfast with Libby Mettam
- Seven West Media Leadership Matters Breakfast with Premier Hon Roger Cook MLA



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1.2 Reports from Representatives

WALGA –

- Cr Karen Chappel, President
- Nick Sloan, CEO

5.2.1 Reports from Department of Local Government, Sport and Cultural Industries Report

Report will be provided once available.



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5.3 Reports from Kimberley Country Zone

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which has been provided as an attachment with this Agenda and can be found via the link [here](#).

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting.

The Zone comment will then be presented to the State Council for consideration at the meeting on 7 May 2025. The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

5.3.1 Item/Matters for Decision

Item / Matters for Decision As per State Council Agenda	Recommendations
8.1 Regulations for CEO KPIs and online registers – WALGA Submission	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA endorse the recommendations contained in the attached 'Regulations for CEO KPIs and public registers submission'.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Consultation is open on the draft Local Government Regulations Amendment Regulations 2024 (the Draft Regulations), which give effect to reforms relating to the publication of online registers, publication of CEO performance criteria and performance reviews, and other CEO matters. • The Local Government legislation reform platform from the State Government indicated that one of the reform outcomes was "Reducing red tape, increasing consistency and simplicity". • The overwhelming sector feedback is that these reforms will not achieve this aim and will instead increase red tape without any clear public benefit. • Sector feedback has been collated and identifies overarching concerns listed in this report. • The attached submission, informed by this feedback, is recommended for endorsement.

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Item / Matters for Decision As per State Council Agenda	Recommendations
	<p>ATTACHMENT</p> <ul style="list-style-type: none"> Regulations for CEO KPIs and public registers Draft WALGA submission <p>POLICY IMPLICATIONS</p> <p>WALGA's existing advocacy positions are based on the high-level reform proposals provided for public consultation in 2022.</p> <p>The current Advocacy Positions are:</p> <p>2.2.4 CEO Recruitment Panel <i>The Local Government sector supports the Department of Local Government, Sport and Cultural Industries establishing a panel of approved panel members to perform the role of the independent person on CEO recruitment panels.</i></p> <p>2.5.27 Online Registers <i>The Local Government sector supports requiring Local Governments to report specific information in online registers on the Local Government's website, including registers for leases, community grants, interests disclosures, applicant contributions and contracts (excluding contracts of employment).</i></p> <p>2.5.28 Publishing CEO Key Performance Indicators</p> <ol style="list-style-type: none"> The Local Government sector conditionally supports the reporting of CEO Key Performance Indicators (KPIs) that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPIs of a confidential nature. The Local Government sector does not support results of CEO performance reviews being published.
<p>8.2 Dog and Cat Management Advocacy Position</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA replace Advocacy Position 2.12 <i>Puppy Farming</i> with a revised <i>Dog and Cat Management</i> advocacy position, as follows:</p>

Kimberley Country Zone: Minutes April 2025



Item / Matters for Decision As per State Council Agenda	Recommendations
	<p><i>In regard to the Dog Amendment (Stop Puppy Farming) Act 2021 and the PetsWA Centralised Database, the WA Local Government sector advocates:</i></p> <ul style="list-style-type: none"> a) <i>that fees reflect completed cost modelling to ensure that Local Governments achieve full cost recovery in ensuring compliance with the Dog Act 1976 or Cat Act 2011.</i> b) <i>that Fees and Charges set in Regulations are reviewed bi-annually and, at minimum, adjusted by the Local Government Cost Index.</i> c) <i>that the PetsWA centralised registration database is developed, operated and maintained by State Government, with no loss to Local Government registration fee revenue.</i> d) <i>that the function of PetsWA be restricted to the registration of dogs and cats, exclude ancillary functions such as animal related complaints and infringement notices, and integrate with existing Local Government corporate systems.</i> e) <i>for the continued legislative exemptions for livestock working dogs in recognition of their special breeding requirements.</i> f) <i>for a State Government-led education initiative whereby the community is encouraged to purchase puppies from approved breeders.</i> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> Motions from Zones regarding the PetsWA Centralised Registration Database provide an opportunity to review the existing <i>Puppy Farming</i> advocacy position and replace it with a new <i>Dog and Cat Management</i> advocacy position. The purpose of the new position is to reflect the progression of the <i>Dog Amendment (Stop Puppy Farming) Act 2021</i> and the emerging concerns of the Local Government sector regarding the PetsWA centralised registration system. The Governance Policy Team endorsed the new advocacy position at its meeting on 24 March. <p>ATTACHMENT</p> <ul style="list-style-type: none"> Comparison table between current Advocacy Position 2.12 <i>Puppy Farming</i>, and proposed advocacy position <i>Dog and Cat Management</i>. <p>POLICY IMPLICATIONS</p> <p>This item is to replace existing Advocacy Position 2.12 <i>Puppy Farming</i> with a new <i>Dog and Cat Management</i> position.</p>

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Item / Matters for Decision As per State Council Agenda	Recommendations
	<p>The current Advocacy Position is as follows:</p> <p>2.12 Puppy Farming</p> <ol style="list-style-type: none"> 1. The WA Local Government sector: <ol style="list-style-type: none"> a) Welcomes a cost modelling review of the financial impact on Local Governments to ensure that Local Government is able to fully recover costs and not be disadvantaged in ensuring compliance of any new legislation to Stop Puppy Farming. b) Acknowledges the benefit of de-sexing of dogs not used for approved breeding purposes, and request further information on the complexities associated with de-sexing of dogs prior to considering supporting the proposal. c) Supports a centralised dog registration system that is developed, operated and maintained by State Government. d) Supports appropriate legislative exemptions for livestock working dogs in recognition of their special breeding requirements. e) Does not support the transition of pet shops to adoption centres. f) Requests there be a Local Government-specific consultation process in relation to the proposed amendments to the Animal Welfare Act to introduce Standards and Guidelines for the Health and Welfare of Animals including dogs. g) Supports a State Government-led education initiative whereby the community is encouraged to purchase puppies from professional registered breeders. h) Requests the State Government discontinue the use of the term 'Farming' due to the negative connotation that may be associated with other regulated industries, and consider re-naming the initiative 'Stop Puppy Mills'. 2. The Local Government sector advocates that: <ol style="list-style-type: none"> a) any additional costs incurred by a Local Government in administering the Dog Act be paid by the State Government; and b) the Fees and Charges set in Regulations are reviewed bi-annually and at minimum, be adjusted by the Local Government Cost Index. <p>The recommended new Advocacy Position is as follows:</p> <p>Dog and Cat Management</p> <p><i>In regard to the Dog Amendment (Stop Puppy Farming) Act 2021 and the PetsWA Centralised Database, the WA Local Government sector advocates:</i></p>

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	<p>a) <i>that fees reflect completed cost modelling to ensure that Local Governments achieve full cost recovery in ensuring compliance with the Dog Act 1976 or Cat Act 2011.</i></p> <p>b) <i>that Fees and Charges set in Regulations are reviewed bi-annually and, at minimum, adjusted by the Local Government Cost Index.</i></p> <p>c) <i>that the PetsWA centralised registration database is developed, operated and maintained by State Government, with no loss to Local Government registration fee revenue.</i></p> <p>d) <i>that the function of PetsWA be restricted to the registration of dogs and cats, exclude ancillary functions such as animal related complaints and infringement notices, and integrate with existing Local Government corporate systems.</i></p> <p>e) <i>for the continued legislative exemptions for livestock working dogs in recognition of their special breeding requirements.</i></p> <p>f) <i>for a State Government-led education initiative whereby the community is encouraged to purchase puppies from approved breeders.</i></p> <p>A table comparing the current and proposed advocacy position can be seen in Attachment A.</p>
<p>8.3 Native Vegetation Clearing Regulations Advocacy Position</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA replace the following Advocacy Positions:</p> <p>5.2.1 Environmental Protection Act</p> <p>5.2.2 Land Clearing in Road Reserves</p> <p>with an updated Native Vegetation Clearing Regulations Advocacy Position as follows:</p> <p><i>WALGA calls on the Western Australian Government, in consultation with Local Government, to undertake legislative and policy reform to improve the effectiveness, efficiency and transparency of the regulatory system for clearing native vegetation in Western Australia, including:</i></p> <p>1. <i>Amending the Environmental Protection Act 1986 and associated regulations to remove unnecessary process, complexity and improve timeframes, including:</i></p>

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	<ol style="list-style-type: none"> a. <i>introducing statutory timeframes for the determination of referrals, permit applications and appeals</i> b. <i>increasing the default duration of Area and Purpose Permits to 10 years</i> c. <i>provide a permanent exemption for clearing of previously legally cleared transport corridors</i> d. <i>strengthening environmental data sharing requirements to ensure proponents cannot opt-out of sharing data collected for environmental assessment and monitoring purposes.</i> 2. <i>Ensuring the regulatory system is adequately resourced to:</i> <ol style="list-style-type: none"> a. <i>implement an expedited process for clearing permits for projects that prevent death and serious injury (road safety), and state and federally funded or co-funded projects</i> b. <i>establish a dedicated Local Government unit within the Department of Water and Environmental Regulation to:</i> <ol style="list-style-type: none"> i. <i>case manage Local Government referrals and clearing permit applications</i> ii. <i>provide guidance and training for Local Governments, particularly in relation to roadside vegetation management</i> iii. <i>support partnerships with Local Governments in strategic environmental offsets</i> c. <i>enable timely investigation and enforcement action for illegal clearing</i> d. <i>increase investment in the collection and provision of statewide biodiversity data, including:</i> <ol style="list-style-type: none"> i. <i>funding and coordinating a state-wide biodiversity survey program to standardise habitat and vegetation mapping</i> ii. <i>making biodiversity data more discoverable, accessible and useable.</i> 3. <i>Undertaking bioregional planning for native vegetation management, with a focus on highly cleared areas and implementing strategic solutions for environmental offsets that can be utilised by Local Government.</i> 4. <i>Working with the Australian Government to reduce duplication between the Environmental Protection Act 1986 and the Environment Protection and Biodiversity Conservation Act 1999.</i> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The effectiveness, cost and complexity of the regulatory system for native vegetation clearing has been a longstanding concern for Local Governments, particularly in relation to its impacts on the delivery of road and other infrastructure projects.

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	<ul style="list-style-type: none"> WALGA has made numerous representations and submissions to the State Government on this issue. WALGA's current advocacy positions relating to the regulation of clearing of native vegetation were endorsed by State Council in 2004 (5.2.1) and 2006 (5.2.2). Numerous reviews and significant legislative and policy changes aimed at streamlining regulatory requirements have occurred since that time which has resulted in some improvement, however, problems persist. The updated Advocacy Position, seeks to respond to feedback and issues raised by the sector, calls the State Government to: <ul style="list-style-type: none"> implement legislative, policy and process changes, including the imposition of statutory timeframes for assessments and appeals; increasing the duration of clearing permits; providing a permanent exemption to enable clearing in previously legally cleared transport corridors; and strengthening environmental data sharing requirements. allocate adequate resources to implement an expedited process for road safety and state and federally funded or co-funded projects; a dedicated Local Government unit to process applications and support the sector; timely compliance and enforcement action; and implement a state-funded collection and provision of data. undertake bioregional planning and implement strategic solutions for environmental offsets for Local Government. reduce duplication between the State and Australian government regulatory systems. At their joint meeting on 24 March, the Environment and Infrastructure Policy Teams recommended that State Council endorse the Native Vegetation Clearing Regulations advocacy position. <p>ATTACHMENT</p> <ul style="list-style-type: none"> WALGA Native Vegetation Clearing Regulations Issues Paper Road Safety Briefing Note <p>POLICY IMPLICATIONS</p> <p>This item is to replace existing Advocacy Positions 5.2.1 Environmental Protection Act and 5.2.2 Land Clearing in Road Reserves with a new <i>Native Vegetation Clearing Regulations</i> position.</p> <p>The current Advocacy Positions are as follows:</p> <p>5.2.1 Environmental Protection Act</p>

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	<p><i>Impact on Road Reserves Position Statement. The Local Government sector supports continued advocacy to minimise the impact on road reserves and in regards to Regulations, processing times, access to vegetation data and a Code of Practice on maintenance activities.</i></p> <p>5.2.2 Land Clearing in Road Reserves <i>The Local Government sector supports Schedule 2 of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 as a permanent exemption for the maintenance of existing transport corridors and supports the continued advocacy for improvements to processing and timelines of the current clearing legislation.</i></p> <p>The proposed Advocacy Position is as follows:</p> <p>Native Vegetation Clearing Regulations <i>WALGA calls on the Western Australian Government, in consultation with Local Government, to undertake legislative and policy reform to improve the effectiveness, efficiency and transparency of the regulatory system for clearing native vegetation in Western Australia, including:</i></p> <ol style="list-style-type: none"> 1. <i>Amending the Environmental Protection Act 1986 and associated regulations to remove unnecessary process, complexity and improve timeframes, including:</i> <ol style="list-style-type: none"> a. <i>introducing statutory timeframes for the determination of referrals, permit applications and appeals</i> b. <i>increasing the default duration of Area and Purpose Permits to 10 years</i> c. <i>provide a permanent exemption for clearing of previously legally cleared transport corridors</i> d. <i>strengthening environmental data sharing requirements to ensure proponents cannot opt-out of sharing data collected for environmental assessment and monitoring purposes.</i> 2. <i>Ensuring the regulatory system is adequately resourced to:</i> <ol style="list-style-type: none"> a. <i>implement an expedited process for clearing permits for projects that prevent death and serious injury (road safety), and state and federally funded or co-funded projects</i> b. <i>establish a dedicated Local Government unit within the Department of Water and Environmental Regulation to:</i> <ol style="list-style-type: none"> i. <i>case manage Local Government referrals and clearing permit applications</i> ii. <i>provide guidance and training for Local Governments, particularly in relation to roadside vegetation management</i> iii. <i>support partnerships with Local Governments in strategic environmental offsets</i>

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	<ul style="list-style-type: none"> c. <i>enable timely investigation and enforcement action for illegal clearing</i> d. <i>increase investment in the collection and provision of statewide biodiversity data, including:</i> <ul style="list-style-type: none"> i. <i>funding and coordinating a state-wide biodiversity survey program to standardise habitat and vegetation mapping</i> ii. <i>making biodiversity data more discoverable, accessible and useable.</i> 3. <i>Undertaking bioregional planning for native vegetation management, with a focus on highly cleared areas and implementing strategic solutions for environmental offsets that can be utilised by Local Government.</i> 4. <i>Working with the Australian Government to reduce duplication between the Environmental Protection Act 1986 and the Environment Protection and Biodiversity Conservation Act 1999.</i>
<p>8.4 Submission on the State Recovery Arrangements</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That State Council endorse the submission to the Department of Fire and Emergency Services on proposed revisions to the State Recovery Arrangements.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The Department of Fire and Emergency Services (DFES) is consulting on revised State Recovery Arrangements via Engage WA Emergency Management. Formal consultation closes Friday, 2 May. • WALGA was granted an extension to enable the draft submission to be included as an Item for Decision in the 7 May State Council Agenda. • The revised arrangements integrate lessons from past recoveries, current best practices, and clarify roles and responsibilities. • There are no significant changes to Local Government roles and responsibilities under the <i>Emergency Management Act 2005</i> and State Emergency Management Framework. • The Commonwealth - State Disaster Recovery Funding Arrangements - Western Australia (DRFA-WA) are not part of the State Emergency Management Framework and are outside the scope of the review.

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	<ul style="list-style-type: none"> • WALGA's draft submission was shared with Local Governments and the draft final version incorporates feedback. • WALGA's submission is generally supportive of the revised State Recovery Arrangements, which provide improved clarity on roles and responsibilities in recovery, particularly for State Government, and clearer arrangements for transitioning from response to recovery and from recovery to business as usual. • WALGA's submission highlights the need for State Government investment in streamlined, appropriate and effective funding mechanisms for recovery and resilience building, and the need to ensure adequate support to Local Governments. • The People and Place Policy Team noted the draft submission at its 18 March meeting. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • Draft State Recovery Arrangements – WALGA submission <p>POLICY IMPLICATIONS WALGA's submission on the State Recovery Arrangements is aligned to the following Advocacy Positions :</p> <p>8.1 Emergency Management Principles</p> <ol style="list-style-type: none"> 1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia. 2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework. 3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities. <p>8.2 State Emergency Management Framework <i>Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:</i></p> <ol style="list-style-type: none"> 1. Protecting people, the economy, and the natural environment from disasters;

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	<ol style="list-style-type: none"> 2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies; 3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders; 4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and 5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management. <p>8.3 Sustainable Grant Funding Model for Emergency Management <i>Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:</i></p> <ol style="list-style-type: none"> 1. Empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery; 2. Supports the resilience of local communities through capacity-building activities and programs; 3. Is responsive to the variations in Local Government resourcing and context; and 4. Develops the skills, capacity and capability of the emergency management workforce; and 5. Is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive. <p>8.11 Local Emergency Management Arrangements (LEMA)</p> <ol style="list-style-type: none"> 1. The State Government should fund the implementation of the Local Emergency Management Arrangements (LEMA) Improvement Plan endorsed by the State Emergency Management Committee (SEMC). 2. A reformed LEMA system should: <ol style="list-style-type: none"> a. Clearly articulate the roles and responsibilities of Local Governments in emergency management; b. Simplify the reporting processes and reduce the administrative burden of maintaining compliance; c. Provide a suite of scalable tools and guidance materials that are accessible through an online knowledge hub; d. Build the emergency management capacity and capability of Local Governments through the provision of targeted training, exercising support, human resources and sustainable funding;

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	<p>e. Assist Local Governments to continue to deliver their core business activities and provide public information during an emergency event;</p> <p>f. Improve the connectivity of Local Governments' various risk management and hazard planning processes through an integrated approach; and</p> <p>g. Enable resource sharing and collaboration across the Local Government sector.</p> <p>5.4.3 Betterment (resilience) <i>The Local Government sector supports increased funding for the replacement or restoration of damaged assets to a more resilient standard following an event.</i></p>
<p>8.5 Health (Public Buildings) Regulations Consultation</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.5 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA endorse the submission on Health (Public Buildings) Regulations Consultation to the Department of Health.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The Department of Health (DoH) is seeking feedback on the Consultation Paper 2025 Health (Public Buildings) Regulations 1992 (Consultation Paper), which examines whether the Regulations should be repealed without replacement. • Repealing the Regulations is not supported by the sector, as it would impede Local Governments' ability to proactively manage and mitigate public health risks. • Revised Regulations are supported to provide a contemporary, risk-based approach to public building management, eliminating unnecessary building construction requirements and incorporating modern compliance and enforcement tools. • WALGA received an extension of time from DoH to allow the submission to be considered by State Council as part of the May Agenda. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • WALGA's submission on the Health (Public Buildings) Regulations Consultation

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	<p>POLICY IMPLICATIONS WALGA's submission is consistent with the following WALGA Advocacy Position</p> <p>6.6 Building Act and Regulations <i>Assessments of the effectiveness of building control systems across Australia have recognised that there is diminishing public confidence in the building and construction industry, and that change is required to ensure buildings are safe and perform to expected standards. Now more than ever, the focus is on Local Government building departments to deliver good governance, local leadership and sustainable services that meet the needs of their communities whilst supporting local jobs and economic growth. The Association has the following endorsed positions:</i></p> <ol style="list-style-type: none"> 1. Support the retention of Local Government as the primary permit authority in Western Australia for decisions made under the Building Act 2011. 2. Supports mandatory inspections for all classes of buildings; however, Local Government should not be solely responsible for all mandatory inspections. 3. Advocate for the State Government to urgently prioritise legislative reform that addresses systemic failures in the current building control model and to provide clarification on the role of Local Government in building control to ensure building legislation supports the following objectives: <ol style="list-style-type: none"> a. Quality buildings that are cost efficient. b. Functional, safe and environmentally friendly buildings. c. Good decision making in all aspects of building. d. Efficiency and effectiveness in building management, administration and regulation. e. Openness and accountability with respect to all building matters. f. Recognition of the rights and responsibilities of all parties in building matters in an equitable manner. 4. Existing and proposed building control related fees and charges to be cost recovery for Local Government. 5. WALGA will work with members, state agencies and industry groups to develop training opportunities and to promote the Local Government building surveying profession to ensure sustainability of Local Government building control services. 6. WALGA supports the Australian Building Codes Boards Trajectory for Low Energy Buildings by supporting Local Governments to meet community strategic objectives of a net zero carbon future by 2050 through work with members, state agencies and industry groups.

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1.6 Other State Council Agenda Items

Zone Delegates are invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Policy Team and Committee Reports or the Key Activity Reports.

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1.4 Status Report on State Council Resolutions

Meeting	Resolution	Comment	Completion Date	Officer Responsible
5 March Item 8.1 Climate Change Advocacy Position	That State Council refer this advocacy item back to the Environment Policy Team for further development. RESOLUTION 003.1/2025	The Environment Policy Team considered motion 8.1 at the March meeting, following State Councils recommendation for further development. The Environment Policy Team agreed that further sector consultation needed to occur to fully understand the sector views in relation to the composite updated Advocacy Position on Climate Change and resolved for WALGA to develop an approach for sector consultation for consideration at the Environment Policy Team meeting in May.		Nicole Matthews Executive Manager Policy
5 March Item 8.2 Waste Management Legislation Advocacy Position	That State Council replace the Waste Management Legislation Policy Statement and Advocacy Position 7.1 Waste Management Legislation with the following advocacy position: 1. <i>Local Government <u>generally</u> supports Australian and State Government waste management legislation which:</i> a. <i>includes requirements for national and state waste strategies which support Local Governments to implement the strategies and achieve targets</i> b. <i>focuses on coordinated action and clear roles and responsibilities</i> c. <i>establishes a lead agency for waste management</i> d. <i>establishes and maintains a regulated product stewardship framework for all products entering the Australian market</i> e. <i>includes provisions to optimise market development and participation in waste processing.</i> 2. <i>Local Government calls for the Waste Avoidance and Resource Recovery Act 2007 to be amended to include:</i>	Advocacy Positions Manual updated.		Nicole Matthews Executive Manager Policy

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	<p>a. <i>Waste education in the definition of Waste Services</i></p> <p>b. <i>Circular Economy principles.</i></p>			
	RESOLUTION 004.1/2025			
<p>5 March</p> <p>Item 8.3</p> <p>Appointment to Finance and Services Committee</p>	<p>That State Council appoint Mayor Caroline Knight, the State Council representative from the Peel Country Zone to the Finance and Services Committee.</p> <p>RESOLUTION 005.1/2025</p>	Noted	March 2024	Tony Brown Executive Director Member Services
<p>5 March</p> <p>Item 8.4</p> <p>Finance and Services Committee Minutes – 19 February 2025</p>	<p>That State Council endorse the Minutes of the Finance and Services Committee meeting held on 19 February 2025.</p> <p>RESOLUTION 006.1/2025</p>	Endorsed	March 2024	Tony Brown Executive Director Member Services
<p>5 March</p> <p>Item 8.5</p> <p>Local Government House Trust Board of Management Minutes – 19 February 2025</p>	<p>That State Council note the Minutes of the Local Government House Trust Board of Management meeting held on 19 February 2025.</p> <p>RESOLUTION 007.1/2025</p>	Noted	March 2024	Tony Brown Executive Director Member Services
<p>5 March</p> <p>Item 8.6</p> <p>Honours Panel Minutes – 18 December 2024</p>	<p>That State Council note the Minutes of the Honours Panel meeting held on 18 December 2024.</p> <p>RESOLUTION 008.1/2025</p>	Noted	March 2024	Tony Brown Executive Director Member Services
<p>5 March</p> <p>Item 8.7</p> <p>Selection Committee Flying</p>	<p>That State Council note the resolution contained in the 18 February 2025 Selection Committee Flying Minute.</p> <p>RESOLUTION 009.1/2025</p>	Noted	March 2024	Tony Brown Executive Director Member Services

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Minute – 18 February 2025				
5 March Item 8.8 LGISWA Board Minutes	That State Council note the Minutes of the LGISWA Board meeting held on 13 December 2024. RESOLUTION 010.1/2025	Noted	March 2024	Tony Brown Executive Director Member Services
5 March Item 8.9 LGIS Board Remuneration	That State Council: 1. Endorse amendments to the LGIS Corporate Governance Charter to replace the use of the existing Average Weekly Earnings figure (Perth, ABS schedule 6302.0) to the Wage Price Index (reflecting ordinary time hourly rates of pay excluding bonuses for Western Australia; private and public sector; all industries for the prior 12 months), incorporating minor drafting improvements. 2. Approve the remuneration for LGIS Board Members to be adjusted upward by 3.3% for the 2025-26 financial year accordingly. RESOLUTION 011.1/2025	Amendments to the LGIS Corporate Governance Charter endorsed. Remuneration for LGIS Board Members approved.	March 2024	Tony Brown Executive Director Member Services
5 March Item 8.10 Use of the Association's Common Seal	That State Council: 1. Notes the delegated use of the common seal by the President and CEO being affixed to the Compliance Certificate for Building Loan Facility with Commonwealth Bank. 2. Notes the delegated use of the common seal by the President and CEO being affixed to the Letter of Offer (Reinstatement) with Australia and New Zealand Banking Group Limited for the LGIS WorkCare Bank Guarantee for 2025 on 5 February 2025. 3. Approves and ratifies WALGA entering into that Letter of Offer (Reinstatement), which increases the applicable	Noted Letter of Offer approved and ratified.	March 2024	Tony Brown Executive Director Member Services

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	Facility Limit to \$<redacted> to satisfy the requirements of WorkCoverWA and enable the continuation of the LGIS Workers Compensation arrangements.			
	RESOLUTION 012.1/2025			
5 March Item 9.1 Infrastructure Policy Team Report	That State Council: 1. Note the report from the Infrastructure Policy Team for the 5 March 2025 meeting. 2. Determine to: a. Delete Advocacy Position 5.2.8 (Towards Zero Road Safety Strategy 2008 – 2020). b. Amend the title of Advocacy Position 5.2.7 from Road Safety Strategy (Imagine Zero) to Driving Change Road Safety Strategy 2020-2030. 3. <u>Undertake further policy development and consultation with Members regarding the default open road speed limit in Western Australia.</u>	Advocacy Positions Manual updated.		Ian Duncan Executive Manager Infrastructure
	RESOLUTION 013.1/2025			
6 December Item 8.1 2024 Annual General Meeting Resolutions	That: 1. the item 7.1 Amendments to <i>Cat Act 2011</i> - Allow Local Governments to Make Local Laws to Contain Cats to the Owner's Property be endorsed. ... 3. the following resolutions from the 2024 WALGA Annual General Meeting be referred to the Governance Policy Team for further work to be undertaken: 7.2 Advocacy for Legislative Reforms to Counter Land-Banking 7.3 Advocacy for Expansion of Differential Rating to Include Long Term Unoccupied Commercial Buildings (Property Activation Levy).	Advocacy Positions Manual updated. Correspondence has been sent to the Minister for Local Government requesting the CAT Act be reviewed to provide Local Governments with the ability to contain cats on an owner's property. In addition, work has commenced on developing a template Cat Local Law to assist Local Government to make local laws to the extent of the current local law-making powers.		Tony Brown Executive Director Member Services

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	RESOLUTION 089.5/2024	Work on items 7.2 and 7.3 is being carried out and an update will be provided for the next meeting.		
6 December Item 8.1 2024 Annual General Meeting Resolutions	<p>That:</p> <p>...</p> <p>2. the following resolutions from the 2024 WALGA Annual General Meeting be referred to the Environment Policy Team for further work to be undertaken:</p> <p>7.2 Advocacy for Legislative Reforms to Counter Land-Banking</p> <p>7.4 Action on Asbestos for Western Australia</p> <p>7.6 Advocacy for Accessibility.</p> <p>...</p> <p>4. the following resolution from the 2024 WALGA Annual General Meeting be referred to the People and Place Policy Team for further work to be undertaken:</p> <p>7.5 Addressing the Impracticality of Local Governments Funding Department of Communities and GROH Houses.</p> <p>RESOLUTION 089.5/2024</p>	<p>Items 7.2, 7.4 & 7.6 will be considered at upcoming meetings of the Environment Policy Team.</p> <p>The People and Place considered motion 7.5 at the March meeting and carried the recommendation:</p> <p>That the People and Place Policy Team agree that the 2024 AGM motion 7.5 Addressing the Impracticality of Local Governments Funding Department of Communities and GROH Houses will be addressed as part of WALGA's advocacy approach on this issue.</p>	Item 7.5 completed 19 March 2025	Nicole Matthews Executive Manager Policy
6 December Item 8.2 Local Government Elections Advocacy Positions	<p>That item 1 be deferred, and the Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</p> <p>RESOLUTION 090.5/2024</p> <p>That WALGA adopt the following Elections Advocacy Positions:</p> <p><i>The Local Government sector supports:</i></p>	<p>Advocacy Positions Manual updated.</p> <p>Preparation of a report on implications of compulsory and voluntary participation in Local Government elections in progress.</p> <p>Letter written to Minister for Local Government advising on the five advocacy positions endorsed.</p>		Tony Brown Executive Director Member Services

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	<ol style="list-style-type: none"> 1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election. 2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections. 3. First-Past-The-Post (FPTP) voting system for internal Council elections. 4. Councils holding elections by means of in-person, postal and/or electronic voting. 5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community. 			
	RESOLUTION 091.5/2024			
6 December Item 8.6 Bus Stop Infrastructure Agreement	That State Council: <ol style="list-style-type: none"> 1. Provides in principle support for the proposed Bus Stop Infrastructure Partnership Agreement between WALGA and the Public Transport Authority 2024/25 to 2028/29. 2. Request the WALGA Secretariat negotiate with the Public Transport Authority seeking: <ol style="list-style-type: none"> a. Deletion of the word "typically" from Clauses 6.2, 8.1 (ii) and 8.6 (i) b. Indexation of funding provided under the Bus Shelter Subsidy Program (BSSP) and Bus Shelter Maintenance Assistance Scheme (BSMAS) during or at the end of the Agreement 	The outcome of negotiations with the PTA to amend the draft Agreement to incorporate the matters identified were documented and provided to the WALGA President and CEO for consideration in early April.		Ian Duncan Executive Manager Infrastructure

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	<p>3. Authorise the WALGA President to sign the Bus Stop Infrastructure Partnership Agreement, on the completion of best endeavours to negotiate with the Public Transport Authority.</p> <p>4. Refer the request for WALGA develop an advocacy position that Commonwealth Disability Standards have a provision for minimum standards of public transport shelter to the Infrastructure Policy Team.</p> <p>RESOLUTION 095.5/2024</p>			
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1.5 COMPLETE ZONE STATUS REPORT

No outstanding items



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Link to Key Pillar/s and Strategies:		Budget Implications
<div> <div>People Place Prosperity Performanc</div> <div> <div>Advocate Partner Promote</div> <div>Facilitate Fund Monitor</div> </div> </div>		Nil
Resolution/s		Action(s)
<p>That the Kimberley Country Zone:</p> <ol style="list-style-type: none"> Notes the report from the WALGA President Notes the State Council Agenda Items as circulated Supports the WALGA recommendation on item 8.3 Native Vegetation Clearing regulations advocacy position and provides an additional Zone resolution to be added to the recommendation as per the following <p>That the Kimberley Regional Group of Councils resolves and submits to State Council: In accordance with its submission "<i>Clearing Legislation Review</i>" to WALGA on 18 December 2024, that the State Government:</p> <ol style="list-style-type: none"> Provides Legislative Clarity and Consistency The Western Australian Government undertake a review to resolve the current inconsistencies and overlaps between the <i>Land Administration Act 1997</i>, <i>Environmental Protection Act 1986</i>, and the <i>Local Government Act 1995</i>, particularly where these relate to the clearing of native vegetation and the delivery of public works by local governments. Enables Streamlined Gravel Extraction for Public Works The <i>Environmental Protection (Clearing of Native Vegetation) Regulations 2004</i> be amended to include an explicit exemption from the requirement for a clearing permit for the extraction of gravel and other basic raw materials from Crown and private land (including in environmentally sensitive areas - in accordance with standard remediation practices), where such materials are required for public works purposes -including road construction, repair, and maintenance - aligning this exemption with the intent and powers already granted under "written law" in the <i>Land Administration Act 1997</i> and the <i>Local Government Act 1995</i>. 		<p>8.3 - Executive Officer and Secretariat to draft an alternative recommendation to the Native Vegetation Clearing regulations advocacy position and submit to the WALGA State Council for consideration.</p>

Kimberley Country Zone: Minutes April 2025



3. Provides for Safety Exemptions in Environmentally Sensitive Areas (ESAs) That the existing clearing permit exemptions under the <i>Environmental Protection Act 1986</i> for safety-related activities - such as emergency access, hazard reduction, and bushfire management - be clarified and extended to apply within Environmentally Sensitive Areas (ESAs), ensuring that essential public safety and emergency response actions are not impeded by regulatory constraints.			
4. Supports all other recommendations in the Matters for Decision contained within the State Council Agenda			
5. Acknowledges the Items for noting			
6. Acknowledges the Status Report on State Council Resolutions			
Moved:	Shire of Broome	Responsible:	Executive Officer / Secretariat
Seconded:	Shire of Derby West Kimberley	Due date:	18/04/2025
Carried:	4/0		

5. Conclusion of Zone Matters: 9:53AM

Kimberley Country Zone: Minutes April 2025



6. Band 4 Local Governments Meeting Update

For Noting

Submitted by: Tony Brown, Executive Director Member Services

Attachment 3: Band 4 Local Governments meeting update report

Background

Following the Band 4 roundtable meeting hosted by the Minister for Local Government, Hon Hannah Beasley, on 3 September 2024, WALGA was pleased to host a further meeting of Band 4 Local Governments to continue the discussion.

The meeting was held on 11 October at the Perth Convention and Exhibition Centre. All 60 Band 4 Local Governments in the State were invited to attend. Overall, 72 representatives from 48 Local Governments attended the meeting.

The aim of the meeting was to identify and agree on the top issues facing Band 4 WA Local Governments, to enable the group to consider and develop potential solutions to these issues, before presenting to the Minister.

Caroline Robinson, Director of 150 Square facilitated the discussion.

Comment

As the main outcome of the meeting, the group identified the top four strategic and operational issues facing Band 4 Local Governments (from most pressing to least pressing):

1. Housing;
2. Audit;
3. Provision of medical services; and
4. Financial Assistance Grants (timing).

WALGA has since undertaken considerable work on the above issues.

An update report on the work done to date was recently circulated to all Band 4 CEOs and Presidents and is provided as an attachment to this item.

Resolution/s	Action(s)
For Noting	

Kimberley Country Zone: Minutes April 2025



Attachment 3: Band 4 Local Governments meeting update report

WALGA

Band 4 Local Governments meeting | update

Summary of meeting

Following the Band 4 roundtable meeting hosted by the Minister for Local Government, Hon Hannah Beasley, on 3 September, WALGA was pleased to host a further meeting of Band 4 Local Governments to continue the discussion.

The meeting was held on 11 October at the Perth Convention and Exhibition Centre. All 60 Band 4 Local Governments in the State were invited to attend. Overall, 72 representatives from 48 Local Governments attended the meeting.

The aim of the meeting was to identify and agree on the top issues facing Band 4 WA Local Governments, to enable the group to consider and develop potential solutions to these issues, before presenting to the Minister.

Caroline Robinson, Director of 150 Square facilitated the discussion.

The top strategic and operational issues identified during the meeting (from most pressing to least pressing) were:

1. Housing
2. Audit
3. Provision of medical services
4. Financial Assistance Grants (timing)

WALGA has since undertaken work on the above issues. A progress update is provided below.

Progress update

Housing

Policy and advocacy work

WALGA continues to advocate to the State Government to increase capital funding in areas of market failure. In November, WALGA hosted a Government Regional Officer Housing (GROH) workshop with representation from a diverse range of Local Governments and senior officials from the Department of Communities, Treasury and the Department of Planning, Lands and Heritage.

The workshop considered the current and future GROH program build-to-lease model in the context of the current WA construction market with a view to policy changes. WALGA is waiting on the meeting outcome to be progressed by the State Agencies, noting that State Agencies' ability to progress has been impacted by the upcoming election and caretaker period.

The State 2024-25 Mid-year Review included a new \$400 million Housing Enabling Infrastructure Fund which seeks to increase housing supply by funding water and power infrastructure.

Band 4 Local Governments meeting | update

3 April 2025

Kimberley Country Zone: Minutes April 2025



WALGA

[WALGA's 2025 State Election platform](#) calls for the State Government to create a comprehensive long-term strategy to address the entrenched shortage of social, affordable and key worker housing and to undertake a review of the GROH program to improve coordination and responsiveness to regional housing needs. During the election campaign, Labor committed to a \$145 million Regional Housing Package, which includes;

- \$25 million Regional Housing Support Fund to provide grants to unlock and expedite housing delivery across regional WA; and
- \$104 million for the GROH new build program.

WALGA will reach out to the re-elected Labor Government to influence the delivery of the Housing Enabling Infrastructure Fund and the Regional Housing Package, including a call to work with the Local Government sector on the planning and delivery of capital investment programs, including ensuring Member views are considered in relation to critical housing needs.

[ALGA](#) is running a public, national election campaign on behalf of the Local Government sector including \$1.1 billion per year for enabling infrastructure to unlock housing supply. The Coalition has committed to a \$5 billion investment in enabling infrastructure. In December, the Australian and State Governments (Labor) committed to a \$105 million Housing Support Program which includes:

- \$50.6 million for Water Corporation infrastructure projects; and
- \$30.5 million for Western Power, DevelopmentWA and Department of Planning, Lands and Heritage projects that will deliver an estimated 4,565 residential lots and 19 social housing dwellings.

Introduction letters to incoming Ministers will provide the starting point for ongoing advocacy to both tiers of Government.

New Preferred Supplier Program

The WALGA Preferred Supplier Program (PSP) includes a Construction and Built Environments Panel (PSP012) which has 35 qualified builders available to Members when undertaking building projects. Included are a range of Preferred Suppliers able to deliver quality modular and prefabricated dwellings. The PSP offers Members a simplified procurement option whereby they can save time and money – the PSP is a recognised tender exemption under the *Local Government (Functions and General) Regulations 1996* and WALGA has legally drafted contract templates available for Members to use with this Panel. For further information on using the PSP for housing projects contact WALGA Contract Manager, Craig Grant, on cgrant@walga.asn.au or 9213 2037.

Audit

The meeting highlighted the following requirements.

- Define consistent requirements
- Request transparency on audit fees
- Provision of scope in time to allow Local Governments to gather the required information

In 2024, WALGA wrote to the Standing Committee on Estimates and Financial Operations advising of concerns in respect to audit fee increases and also that the scope of 'financial' audits now appears to cover a whole range of issues such as non-financial policies and information technology services.

WALGA has continued to advocate as follows:

WALGA advocate to the Office of the Auditor General (OAG) to reform the audit process for Local Governments by seeking:

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WALGA

1. Audits of Local Governments are completed and reported on in a timely manner and that the processes, procedures and scope of audits are consistently applied.
2. That the OAG review the requirements for pre-audit information with a view to reducing the need for additional information where possible;
3. That the OAG review their costing formulae for Local Government audits and show constraint in audit cost increases;
4. That the OAG provide a breakdown on the cost of the audit and justification for any variance to the estimate to the Local Government as part of the final billing process;
5. That auditors be required to improve their communication and information management and avoid repeated requests for information that has already been provided or that is publicly available;
6. That Local Governments only be required to communicate with contract Auditors (unless the OAG is directly auditing the Local Government) and the onus be placed on the contract Auditors to confirm their advice with the OAG before instructing the Local Government; and
7. Seek an opportunity for Local Government to make representations in relation to any adverse findings prior to the publication of the report.

WALGA and LG Professionals have recently circulated the third annual audit of the performance of the audit process. Results will be collated and an item will be included in the June round of Zone meetings.

Provision of Medical services

The WALGA Local Government Primary Healthcare Survey Report has now been finalised. Tony Brown shared the report via email with all CEOs in January, including the invitation to be involved in the advocacy that would build on the Report findings. The report is also available on the WALGA website [here](#). WALGA has developed an advocacy strategy that focuses on Local Government sector specific issues within the broader rural healthcare reform agenda. The advocacy strategy aims to:

- Increase awareness of the support Local Governments are providing to support GP services and the opportunity cost consequences;
- Secure the implementation of a Local Government Primary Healthcare program to support and reimburse sector costs;
- Raise awareness of the need to increase the funding and revise the formula for the medical facilities adjustor within the Financial Assistance Grants;
- Influence ALGA to elevate rural health access to a priority issue;
- Support Local Government members to advocate on local and regional GP support issues; and
- Increase sector awareness of supports and guidance for Local Governments that choose to invest in GP services.

The strategy includes targeted actions towards the Australian and State Governments, aligned to their roles within the provision of healthcare services as well as identifying mechanisms for policy collaboration such as the renegotiation of the National Health Reform Agreement in mid-2025.

Health is a key issue in both the 2025 Federal and WA State Elections. At the State level, the returning Labor Government has committed to:

- 53% boost to the PATS fuel subsidy and \$34 million to expand service eligibility;
- \$30 million in health initiatives for the Mid West, including \$7.5 million in operational funding to relocate the RFDS' Mid-West base from Meekatharra to Geraldton;
- \$30 million in additional health initiatives for the Kimberley; and
- \$16.3 million package to boost paramedic services in the Peel and South-West regions.

In the Federal election, Labor has commitment to a 10-year \$8.5 billion funding increase to bulk billing, increased nursing scholarships and GP training programs and an increase to the Federal

Band 4 Local Governments meeting | update

3 April 2025

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WALGA

funding for state public hospitals to 45% of the cost of care. The Liberal commitment includes regional health worker attraction, recruitment and retention initiatives. Similarly, the Nationals commitment includes increasing incentives and opportunities for medical professionals to train, live and work in the regions. Access to rural health is a key pillar in the [WALGA Federal Election Priorities](#).

WALGA leveraged the increased media attention on access to healthcare ahead of the State election to write an opinion piece in the West Australian (**attached**) and continues to support regional Member advocacy efforts.

Introduction letters to incoming Ministers will provide the starting point for ongoing advocacy to both tiers of Government. In addition, WALGA is also supporting Members to put forward an ALGA motion on the subject and working with Rural Health West on increasing sector awareness of existing supports and guidance.

Financial Assistance Grants

The meeting identified the following issues:

- ALGA 1% of taxation revenue advocacy to Federal Government
- Timing of funding – quarterly
- LRCIP – use this formula for capital works
- Uncompetitive program for capital works
- Consistency of timing
- Pre-payment forgive and start again, then quarterly payments
- Compliance – clarity of what they are

WALGA has requested that ALGA seek further information from the Federal Government about the timing and phasing of the Financial Assistance Grant payments. ALGA was informed that no decision has been made at this time and that there is some uncertainty this year with the upcoming Federal election. ALGA will continue to request early engagement and seek further information from the Government.

Kimberley Country Zone: Minutes April 2025



The West Australian

Opinion Health

OPINION

Karen Chappel: Local councils can't keep picking up the slack on health

Karen Chappel The West Australian

Sat, 15 February 2025 2:00AM [Comments](#) [+](#)



Karen Chappel. Credit: Peter Aquilina/RegionalHUB

- ☐ Every Australian, no matter where they call home, should have equal access to primary health care services.
- ☐ Yet, our current health care system is letting down millions of Australians, with the impact disproportionately felt by those living in rural, regional, and remote areas, including more than 500,000 here in Western Australia.

People living in rural, regional and remote areas have poorer health outcomes compared to those in the metropolitan area.

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ADVERTISEMENT



HEALTH

HMC Capital interested in taking over Healthscope hospitals

Cheyenne Enciso

They face higher rates of hospitalisations, deaths, and injuries.

They suffer more from preventable, chronic illnesses, and are more likely to manage multiple long-term health conditions than those in metropolitan areas.

They wait longer to get a GP appointment.

This disparity is unacceptable.

Accessing medical care in these regions is a challenge. Many communities only have access to a part-time GP, or in some cases, a nursing post. In other areas, basic medical care can only be accessed by travelling long distances – sometimes more than 100km.

The shortage of GPs in the regions has placed additional pressure on hospital emergency departments. More than half of presentations to emergency departments in rural WA are non-urgent cases, which could have been addressed by a GP if one was available.

Kimberley Country Zone: Minutes April 2025



📷 Karen Chappel. Credit: Jeff Henderson/RegionalHUB

The Commonwealth Government holds the reins when it comes to national health policy and funding general practice through Medicare. However, the failure of the current system has increasingly forced local governments to step in to ensure their communities have access to essential health services.

According to WALGA's local government primary health care services survey, 69 local governments spent \$6.8 million in 2021-22 to support primary health care in their communities. This support includes funding for accommodation, vehicles, and even financial assistance for GP surgeries that would be otherwise nonviable. This burden falls heavily on smaller communities, with the bulk of support for GP services provided by local governments with populations between 1000 and 5000.

This responsibility should not fall on local governments. This situation is stretching councils' budgets thin, diverting funds from other essential community services and infrastructure. They cannot, and should not, have to shoulder this cost.

As we approach the Federal and State elections, fixing the healthcare system will be a significant part of the debate. Both WA Labor and the Opposition have made various commitments aimed at improving health care in regional areas. While these promises are well-intentioned, they will not address the underlying problems within the health system.

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We need the State and the Commonwealth to come together and take decisive action to fix the system.

According to the National Rural Health Alliance, there is a national rural health spending deficit of \$6.5 billion. The incoming governments must bridge this divide. We need system-wide, long-term reforms that ensure equitable provision of general practice and primary healthcare for regional, rural, and remote communities. This includes developing adequate funding models and implementing effective workforce planning, recruitment, and retention strategies.

In 2025, the Australian and all State and Territory governments will sit down to renegotiate the National Health Reform Agreement. This is the ideal opportunity to work together to achieve better outcomes for regional communities and alleviate the pressure on local governments to step in.

By tackling these issues head-on, we make sure that all Australians, regardless of where they live, have access to the primary healthcare services they need and deserve.

Karen Chappel is the president of the WA Local Government Association

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7. Local Government (Development Assessment Panels) Regulations 2025

For Noting

Submitted by: Chris Hossen, Policy Manager, Planning and Building and Felicity Morris, Manager Governance and Procurement

Background

The State Government's 2021 updates to the *Action Plan for Planning Reform* included measures to improve consistency and transparency for DAP applications, including clarifying the respective role of Elected Members and officers to remove Elected Members from what were deemed to be administrative DAP functions.

These changes were not included in amendments to the *Planning and Development Act 2005*, but were included as part of the 2024 reforms to the *Local Government Act 1995* through the insertion of a new section (s. 9.69 B) to allow for the creation of regulations that specify DAP functions that must be performed on behalf of the Local Government by the CEO or authorised officer.

On Tuesday 1 April 2025, new *Local Government (Development Assessment Panels) Regulations 2025* (the Regulations) were gazetted. The Regulations come into full effect from 1 May 2025, and will apply to all Development Assessment Panel (DAP) applications lodged from that date. The Department of Local Government, Sport and Cultural Industries (DLGSC) sent an LG Alert to the sector on 2 April advising of the new regulations.

The Regulations:

- require Responsible Authority Reports (RARs) to be prepared and submitted by the CEO of a Local Government, or an employee authorised by the CEO
 - CEOs of Class 1 and 2 Local Governments must authorise at least one employee
 - Local Governments will still be able to engage external consultants to assist in preparing RARs
- prohibit the Council from directing the CEO, an authorised employee or a consultant in preparing the RAR or directing the CEO to engage a particular consultant
- require the CEO and authorised employees to disclose conflicts of interests in accordance with the requirements of the *Local Government Act 1995*, and not undertake any DAP functions in which they have a conflict of interest.

The Regulations are available on the [WA Legislation website](#).



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Policy Implications

WALGA [Advocacy Positions](#) 6.1 Planning Principles and Reform and 6.4 Development Assessment Panels (see Attachment A).

Comment

Local Governments have one month to consider and implement the appropriate authorisations, and any resulting changes to systems and processes. WALGA will produce template authorisations and will host an officer information session with the relevant departments to assist Local Governments.

While Councils will be prevented from directing staff in the preparation of RARs, the administration can continue to brief Council on the content and progress of any DAP applications. There are no changes to the composition of DAPs.

WALGA will continue to oppose changes that erode Local Government autonomy and influence in the WA planning system and will continue to advocate for reforms that recognise the benefits of local decision making in planning.

WALGA is commencing a review of its Development Assessment Panel advocacy position and will consult with the sector and zones as part of that process.

Questions regarding the Regulations can be directed to the local government reform team at actreview@dlqsc.wa.gov.au or the DAP secretariat at daps@dph.wa.gov.au.

Resolution/s	Action(s)
For Noting	

Jacinta Glover

From: NAJA Administration <info@naja.com.au>
Sent: Wednesday, 16 April 2025 2:01 PM
To: Sam Mastrolembro; David Menzel; Chris Mitchell; Michelle Mackenzie; Peter McCumstie; Susan Leonard; Malcolm Edwards; Tony Chafer; Vernon Lawrence; Tamara Clarkson; Jane Lewis; Jeremy Hall
Cc: Paul Rosair
Subject: I250416-261133 - Re: Kimberley Regional Group Minutes - 10 April 2025

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Orange Category, Actioned
SynergySoft: I250416-261133

Good afternoon all,

Please find below additional actions from the meeting, which was missed in the email sent on the 15th, for the Executive Team to complete.

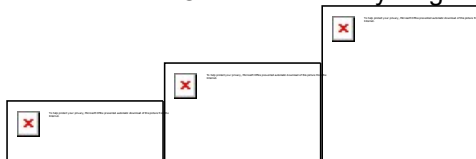
Formal Presentations (KDC):

1. Executive Team to develop a brief scope of works for KDC for funding (20K) to progress the Kimberley Housing Pipeline.
2. Executive Team to work with the KDC to explore innovative solutions for the Kimberley that may attract government investment interest.

Kind regards

Bec Billing

Corporate Services Manager:
NAJA Business Consulting Services
Administrative Officer: Regional Capitals Alliance WA (RCAWA)
Administrative Officer: Kimberley Regional Group (KRG)



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On Tue, 15 Apr 2025 at 11:13, NAJA Administration <info@naja.com.au> wrote:

Good morning all,

Please see attached a copy of the KRG April 2025 meeting minutes, noting the following actions that resulted from the meeting.

ACTIONS for KRG Members to complete

1. **Formal Presentations (RDA):** Shires to circulate ABS job roles when advertised through networks
2. **2028 Eclipse Strategic Planning Working Group - KRG Representative:** Members to work with the Executive Officer to develop a list of priority projects for consideration by the Eclipse Working Group.
3. **General Business (KRG Canberra Trip):** KRG Secretariat and Executive Officer to work on possible dates for the Canberra visit and report back to members.
4. **General Business (KRG Canberra Trip):** Members to advise the Executive Team of the key stakeholders they would like meetings with in Canberra.
5. **General Business (North West Defence Alliance - KRG Representative):** KRG Secretariat to advise North West Defence Alliance that Geoff Haerewa is no longer a Councillor and that the KRG is working through a process for a replacement representative, and that the Alliance will be advised of the KRG representative in due course
6. **General Business (Shire of Derby West Kimberley: Level of uncertainty regarding the state of the Council):** CEO, Shire of Derby West Kimberley to work with the Executive Officer to draft a letter to the DLGSC / Minister requesting that the Department move swiftly to resolve/address the Shire of Derby West Kimberley issues which is also having an impact on the operations of the KRG.

ACTIONS for the Executive Team to complete

1. **Formal Presentations:** Executive Officer to reach out to the Hon Melissa Price MP with an invitation to a 2025 meeting
2. **Formal Presentations:** Executive Officer to keep KRG members informed about any upcoming meetings with politicians.
3. **Formal Presentations (KDC):** Executive Officer to write to Minister Dawson to raise key issues: GROH need to build homes in town; Status of existing stock – Shire of Broome work: Issue is contrary to requirements under the health act (risk for Local Government), Investment needed to ensure assets are safe and habitable, Push costs onto local government, Shires do fire breaks, cyclone clean ups and rubbish collection.
4. **Position Paper Rates Exemptions:** Executive Team to proceed with designing and printing the Position Paper.

5. **2028 Eclipse Strategic Planning Working Group - KRG**
Representative: Executive Officer to write to Minister Dawson regarding the Tanami Road opportunities.
6. **2028 Eclipse Strategic Planning Working Group - KRG**
Representative: Executive Officer to work with the members to develop a list of priority projects for consideration by the Eclipse Working Group.
7. **General Business (KRG Canberra Trip):** Executive Officer and KRG Secretariat to work on possible dates for the Canberra visit and report back to members.
8. **General Business (Raised by the Shire of Carnarvon - Vote of no confidence in Government Handling of Children at risk):** Executive Team to draft a response.
9. **General Business (Shire of Derby West Kimberley: Level of uncertainty regarding the state of the Council):** Executive Officer to work with the CEO, Shire of Derby West Kimberley to draft a letter to the DLGSC / Minister requesting that the Department move swiftly to resolve/address the Shire of Derby West Kimberley issues which is also having an impact on the operations of the KRG.

Kind regards

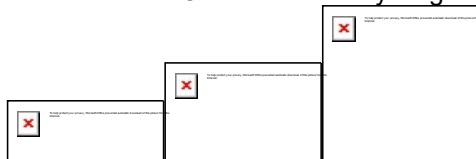
Bec Billing

Corporate Services Manager:

NAJA Business Consulting Services

Administrative Officer: Regional Capitals Alliance WA (RCAWA)

Administrative Officer: Kimberley Regional Group (KRG)



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THE
KIMBERLEY
REGIONAL GROUP

Meeting Minutes
April 2025

Kimberley Regional Group: Minutes 10 April 2025



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1. Meeting Open: 10:20am

Chair acknowledged the Traditional Custodians of the different lands on which people met today, and paid respect to all the Elders past, present and emerging.

2. Attendance and Apologies

Name	Shire / Council / Organisation	Method
Members		
Cr Malcolm Edwards	President, Shire of Halls Creek	In Person
Cr Chris Mitchell	President, Shire of Broome - Chair	In Person
Cr Peter McCumstie	President, Shire of Derby West Kimberley	Zoom
Observers		
Jeremy Hall	A/CEO, Shire of Broome	In Person
Tamara Clarkson	CEO, Shire of Derby West Kimberley	In Person
Vernon Lawrence	CEO, Shire of Wyndham East Kimberley	In Person
Susan Leonard	CEO, Shire of Halls Creek	In Person
Executive Support Team		
Paul Rosair	Principal, NAJA Business Consulting Services	In Person
Michelle Mackenzie	Principal, Mira Consulting	In Person
Jane Lewis	Principal, Redit Research	Zoom
Rebecca Billing	Administrative Assistant, NAJA	Zoom
Presentations		
Michele Pucci	Director Regional Development, KDC	Zoom
Janine Hatch	Director, RDA	Zoom
Josh Lowrie	Assistant Director, Australian Bureau of Statistics	Zoom
Apologies		
Sam Mastrolembo	CEO, Shire of Broome	
Cr David Menzel (Chair)	President, Shire of Wyndham East Kimberley	
Cr Tony Chafer	Deputy Shire President, SWEK	

Kimberley Regional Group: Minutes 10 April 2025



3. Disclosures, Conflicts and Declarations of Interest:

Financial Interest / Impartiality			
Member	Item Number	Item	Nature of Interest
Nil			

4. Minutes of the last meeting

Item for Decision

Submitted by: Secretariat

Attachment 1: Matters Arising and Outstanding Business

Confirmation of Previous Minutes

Resolution/s		Action(s) / Budget Implications	
The Minutes of the Kimberley Regional Group held on 21 February 2025, as published and circulated, were confirmed as a true and accurate record of that meeting.		See Attachment 1 – Matters Arising and Outstanding Business	
Moved:	Shire of Halls Creek	Responsible:	See Attachment
Seconded:	Shire of Derby West Kimberley	Due date:	As appropriate
Carried:	4/0		

Kimberley Regional Group: Minutes 10 April 2025



Attachment 1 Matters Arising and Outstanding Business

Date / Item	Action / Progress	Responsible
Administrative Matters		
11/10/2024	<p>Review of KRG Strategic Documents</p> <p>Action</p> <ol style="list-style-type: none"> 1. Develop a framework and consolidate the KRG strategic documents 2. Executive Team to schedule a workshop to develop a new KRG Business Plan in 2025 <p>Status/Progress</p> <ol style="list-style-type: none"> 1. In Progress. 2. In Progress. 	Executive Team
21/02/2024 & 23/08/2024	<p>Action:</p> <ol style="list-style-type: none"> 1. Developing Northern Australia: Executive Officer to work with Dr Allan Dale regarding CRCNA. 2. Executive Officer to invite Grey Mackay from the Land Alliance to the October KRG meeting to present on bushfire issues in the Kimberley. 3. Members to inform the Executive Team of the attendees from each Shire who will be attending the Developing Northern Australia Conference 22-24 July 2025 in Cairns <p>Status / Progress:</p> <ol style="list-style-type: none"> 1. In Progress. 2. In Progress. 3. In Progress: email sent to Shires. Refer General Business 	Executive Team
State and Federal Government Election Strategy		
4/10/2023 & 23/08/2024	<p>Action:</p> <ol style="list-style-type: none"> 1. 20/06/2024 – Executive Team to execute election advocacy, communications & engagement plan for 2025 State and Federal elections 2. Executive Officer to reach out to the Federal candidates to arrange a briefing on March 5th and update members once confirmed. <p>Status / Progress:</p> <ol style="list-style-type: none"> 1. In Progress. 2. Complete. Meeting held with Karen Wheatland, Labor candidate for Durack and KRG Chair and Secretariat 	Executive Team

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Kimberley Regional Group: Minutes 10 April 2025



Advocacy Strategy Management & Maintenance of Social Housing		
16/02/2024	Action 1. Executive Officer to develop a template for members to populate to support the advocacy strategy. Status / Progress: 1. In Progress.	Executive Team
Kimberley Housing Roundtable 2024		
23/08/2024 & 11/10/2024	Action 1. Executive Team to progress next steps from the Roundtable with each Shire, in partnership with Housing Australia, the Department of Communities, Development WA, the Housing Supply Unit, WA Department of Treasury, and non-government agencies. Status / Progress: 1. In Progress: Shires have been asked for project timeframes with a response from one Shire received. 2. A submission under development which brings together information requested by government including population projections, housing demand data, pipeline schedule, project governance and investment request. Refer to item in Agenda.	Executive Team
Review of Financial Assistance Grants		
23/11/2023	Action: 1. Executive Officer to distribute the report to key stakeholders, upload it to the KRG website, issue a media release, and create a LinkedIn post. Status / Progress: 1. In Progress.	Executive Team
Community Safety and Crime Prevention Investment Package		
23/11/2023	Action: 1. Executive Officer to proceed with the development of the desktop published Executive Summary of this document for advocacy purposes. Status / Progress: 1. In Progress.	Executive Team
Benchmarking		
23/11/2023	Action: 1. Spreadsheet to be sent for 2023/24 Actuals and 2024/25 Budget.	Executive Team / Members

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Kimberley Regional Group: Minutes 10 April 2025



	Status / Progress: 1. On Hold: Discussed at the February 2025 meeting and project paused in order to incorporate data from the 2024/25 financial year.	
Shared Services		
20/06/2024	Action 1. Executive Officer to action a stocktake of current state / any planned enterprise initiatives across the 4 shires as a prelude to determining opportunities for collaboration. 2. Executive Officer to organise a quarterly meeting with CEOs to progress workshop. Status / Progress: 1. In Progress. 2. In Progress: This was discussed at the Strategy Workshop. 3. Time has been scheduled at the Halls Creek April 2025 meeting to discuss this with the CEOs.	Executive Officer / CEO's

Kimberley Regional Group: Minutes 10 April 2025



Watching Brief
Aboriginal Heritage Act: Now pending Department updates on rescinded legislation. On 15 November 2023, the <i>Aboriginal Heritage Act 1972</i> was restored as the legislation that manages Aboriginal heritage in Western Australia some amendments drawn from feedback from consultation. Approval is only required where there is potential for any harm to an Aboriginal site.
State government funding to support young people in the Kimberley. Cr McCumstie is the KRG observer member on the Aboriginal Youth Wellbeing Steering Committee (AYWSC) and will provide updates as required. Note the Aboriginal Regional Governance Group (ARRG) has been undertaking media expressing disappointment at the lack of government commitment to implement recommendations of reports into youth suicide in the Kimberley. New \$4M community-led Immediate Response Night Space (IRNS) service for young people in Broome. There is no overarching youth justice strategy for the region.
First Point of Entry (FPOE) Broome – Federal Government announced February 2024 that work will be undertaken for the enhanced FPOE status for Broome. Funding allocated in the WA State Budget. January 2025 First Point of Entry Status granted by Federal Government for Wyndham. State Labor election commitment to invest \$15.5M to upgrade facilities at Wyndham and Derby ports.
North West Defence and Border Security – April 2024 letter sent to State and Federal Government expressing concern. Response received from the Minister for Home Affairs on the 7 th July.
Planning Reform: EO monitoring reform status and will advise accordingly as issues arise
Local Government Elected Members Association with Tranche 2 Reforms: EO to monitor and advise accordingly
Aviation White Paper initiatives – the Aviation White Paper includes 56 policy settings for the direction of the Industry. The centrepiece is an independent Aviation Industry Ombuds Scheme and a new Charter of Customer Rights. Other initiatives include airlines having to show cause when flights delayed, disability standards and workforce and climate change initiatives. In relation to regional aviation – the government is responding to Rex Airlines voluntary administration and funding programs for remote airstrip upgrades and regional airports extended. The Productivity Commission will hold a review into regional airfares.

Kimberley Regional Group: Minutes 10 April 2025



Resolved
Media and Communications Policy and Stakeholder Engagement Plan
Letters of congratulations to new State Ministers
Audited statements circulated
Investment Prospectus 2023/24
Lord Mayors Distress Relief Funding
MOU finalised and signed
Insurance Costs relief as a result of flood impacts
Potential tourism opportunities for total eclipse events, provided by Kym Francesconi
Regional Road Group: Shire allocations
BBY and WKFEC invitation to present to KRG
National Housing and Homelessness Plan submitted 20/10/2023. Published DSS Engage Website
Service Level Agreement Assessment – 5% increase endorsed 23/11/2023
July – September quarterly report – 23 November 2023 meeting.
Simplified Governance Compliance Papers – endorsed 23 November 2023 meeting
Regional Road Group Road Projects Funding Allocation – wrote to WALGA outlining KRG's position
Emergency Management Policy Position – Wrote to Matt Reimer DFES
Members advised Cr Mitchell of their response to the Regional Road Group Project grant funding
Ministerial notes 15/02/24 – Minister Papalia, Minister Beazley, Premier. Sent to members 26/02/24
Requirements for the Deputy Chair position clarified and stands endorsed as per November 2023
Submissions to the Independent Review of Commonwealth Disaster Funding & the Senate Inquiry.
WA LEMA Review endorsed by SEMC August 2023 – uploaded on SEMC website
Emergency Services position paper endorsed 23 November 2023 meeting
Priority Action List – feedback provided by members, E.T allocate resources from contract hours
SDWK & SoHC provided bridge issues to EO. KRG wrote to State and Federal Government
State and Federal Government Election Strategy, RAI Summit 2024, position papers on website
Kimberley Housing Roundtable – Broome 29 July 2024
Advocacy Strategy Management & Maintenance of Social Housing - endorsed April 2024 meeting
SDWK provided Infill Housing and Investigations Report
Regional Volunteering Strategy 2020 endorsed at individual council meetings. EO actioned
RCAWA approved KRG to use the benchmarking template.
Inquiry into Local Government Sustainability submitted 30 May 2024
Tanami Road Funding – KRG Media release issued, SoHC leading work on a Activation Strategy
Relationship with Kimberley Development Commission
Alcohol Restrictions: EO monitored changes in alcohol restrictions and advised accordingly
Inquiry into Local Government Sustainability - EO presented at the Public Hearing 28 August 2024
EO Contract Renewal – Feedback discussed with Secretariat & new arrangements implemented
FBT Housing – A position paper developed, and advocacy being undertaken on this issue
Submission to Clearing Legislative Reform submitted 22 nd December 2024
State & Federal Government Election Strategy – Canberra meetings Nov 2024 & 50 packs reprinted
Review of Strategic documents - status update on actions in the Business Plan at Feb 2025 meeting
Meeting held in Sydney with the CEO of Housing Australia as part of the visit to Canberra 2024
Financial Assistance Grants Position Paper developed based on the review and used for advocacy
Community Safety and Crime Prevention Investment Package endorsed at February 2025 meeting
Shared Services meeting held with CEOs to discuss next steps 30/07/24. Discussion focussed on staffing challenges opportunities to explore together finance and enterprise platforms

Kimberley Regional Group: Minutes 10 April 2025



5. Correspondence

Item for Noting

Submitted by: Secretariat

Attachment 2: Department of Communities, Regional Housing Workshop Team
Attachment 3: Ms Divina D'Anna MLA, Member for the Kimberley; Parliamentary Secretary to the Premier
Attachment 4: Hon Don Punch MLA, Minister for Aboriginal Affairs; Water; Climate Resilience; South West
Attachment 5: Hon John Carey MLA, Minister for Planning and Lands; Housing and Works; Health Infrastructure
Attachment 6: Hon Hannah Beazley MLA, Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne
Attachment 7: Hon Roger Cook MLA, Premier
Attachment 8: Hon Whitby MLA, Minister for Police; Road Safety; Tourism; Great Southern
Attachment 9: Hon Rita Saffioti MLA, Deputy Premier; Treasurer; Sport and Recreation
Attachment 10: Hon Stephen Dawson MLA, Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
Attachment 11: Hon Hannah Beazley MLA, Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne
Attachment 12: Nick Sloan, CEO WALGA
Attachment 13: Cr Karen Chappel, President WALGA

Note: Correspondence considered of an administrative nature, such as meeting invites etc, will not be tabled unless they contain important information

Correspondence In	
Date	27/03/2025
From	Department of Communities, Regional Housing Workshop Team
Topic	Kimberley Region Housing Workshops
Attachment	2
Correspondence Out	
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Ms. Divina D'Anna MLA, Member for the Kimberley; Parliamentary Secretary to the Premier
Topic	Congratulations on re-election and appointment as Parliamentary Secretary Premier
Attachment	3
Date	24/03/2025

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Kimberley Regional Group: Minutes 10 April 2025



From	Cr David Menzel, Chair KRG
To	Hon Don Punch MLA, Minister for Aboriginal Affairs; Water; Climate Resilience; South West
Topic	Congratulations on your appointment
Attachment	4
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Hon John Carey MLA, Minister for Planning and Lands; Housing and Works; Health Infrastructure
Topic	Congratulations on your appointment
Attachment	5
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Hon Hannah Beazley MLA, Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne
Topic	Congratulations on your appointment
Attachment	6
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Hon Roger Cook MLA, Premier
Topic	Congratulations on your re-election
Attachment	7
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Hon Reece Whitby MLA, Minister for Police; Road Safety; Tourism; Great Southern
Topic	Congratulations on your appointment
Attachment	8
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Hon Rita Saffioti MLA, Deputy Premier; Treasurer; Transport; Sport and Recreation
Topic	Congratulations on your appointment
Attachment	9
Date	24/03/2025
From	Cr David Menzel, Chair KRG
To	Hon Stephen Dawson MLC, Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
Topic	Congratulations on your appointment
Attachment	10
Date	03/04/2025
From	Cr David Menzel, Chair KRG

Kimberley Regional Group: Minutes 10 April 2025



To	Hon Hannah Beazley MLA, Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne
Topic	Review of the Financial Assistance Grants
Attachment	11
Date	03/04/2025
From	Cr David Menzel, Chair KRG
To	Nick Sloan, CEO WALGA
Topic	Review of the Financial Assistance Grants
Attachment	12
Date	03/04/2025
From	Cr David Menzel, Chair KRG
To	Karen Chappell, President WALGA
Topic	Review of the Financial Assistance Grants
Attachment	13

Resolution/s		Action(s) / Budget Implications	
The Correspondence was received and noted, and the Executive Officer was directed on a response, if required.		Nil	
Moved:	Shire of Halls Creek	Responsible:	
Seconded:	Shire of Derby West Kimberley	Due date:	
Carried:	4/0		

Kimberley Regional Group: Minutes 10 April 2025



Attachment 2 Correspondence In: Regional Housing Workshop Team; Department of Communities; Kimberley Region Housing Workshops

From: Regional Housing Workshops <regionalhousingworkshops@communities.wa.gov.au>

Sent: Thursday, 27 March 2025 2:41 PM

Subject: Kimberley Region Housing Workshops - Department of Communities

OFFICIAL

Dear Stakeholder,

We are pleased to invite you to an upcoming **Housing Workshop for the Kimberley Region**, hosted by the Department of Communities. We will be running face-to-face workshops in **Broome, Derby, Kununurra, and Halls Creek** and trust you will be able to attend in one of these locations.

As part of the response to Recommendation 71 from Infrastructure WA's *State Infrastructure Strategy: Foundations for a Stronger Tomorrow*, the Department of Communities is developing place-based Regional Housing Plans. These plans will guide housing priorities across Western Australia with a 10-year outlook, ensuring strategic, evidence-based outcomes for each region.

The Kimberley workshops are part of a broader series happening across WA, concluding in mid-2025, gathering input from key stakeholders with knowledge and experience in housing delivery, management, and provision to shape the Regional Housing Plans.

Why Your Participation Matters:

Your insights and perspectives are crucial to understanding the unique housing challenges and opportunities in the Kimberley region. The workshops will focus on the following key themes:

- Current housing challenges and opportunities.
- Key drivers of change affecting housing in the region.
- Collaboration opportunities between government and stakeholders.

Workshop Location and Dates:

- **Kununurra:** Tuesday, 13 May (9am - 1pm)
- **Halls Creek:** Wednesday, 14 May (10am - 1pm)
- **Broome:** Monday, 26 May (12pm - 4pm)
- **Derby:** Tuesday, 27 May (11am - 2pm)

All Kimberley workshops will follow the same agenda, and it is recommended that each organisation only attend one session. The content for each will cover the entire region and discussions will not be limited to the location it is being held.

RSVP Details: If your organisation is interested in participating, could you please confirm your attendance by replying to this email with the name and position of your chosen representative/s, and your preferred workshop location by Friday, 11 April. You will then be sent the calendar invitation.

A note that these workshops will be held in-person and will not be hosted online. If you are unable to attend and wish to provide input, we are offering online 1:1 sessions, so please get in touch to organise a meeting.

Catering: We will be providing a light lunch during the workshop, so please advise us of any dietary requirements. If, after you have registered, you find you are no longer able to attend, we would appreciate your notice so we can update the catering order.

We look forward to your participation and valuable contribution to this important discussion.

Kind regards

Regional Housing Workshop Team

Affordable Housing Supply and Community Housing
Strategic Housing and Asset Policy, Planning and Business Development
Housing and Homelessness - Department of Communities

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 3 Correspondence Out: Ms Divina D'Anna MLA; Member for the Kimberley; Parliamentary Secretary to the Premier; Congratulations



Ms Divina D'Anna MLA
Member for the Kimberley
Parliamentary Secretary to the Premier
PO Box 3643
Broome WA 6725

Via email – Divina.DAnna@mp.wa.gov.au

28th March 2025

Dear Divina

Congratulations

On behalf of the Kimberley Regional Group (KRG) of Local Governments, congratulations on your re-election as Member for the Kimberley and appointment as a Parliamentary Secretary to the Premier. The four Kimberley Shires are delighted that you have been appointed to this important role.

The KRG can only achieve our vision to enhance the rich diversity and liveability of the Kimberley through strong partnerships. Thank you for your election commitments for new investment in the Kimberley. These are very welcome. Building on these initiatives, the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities. This is enclosed for your consideration.

The Kimberley Regional Group looks forward to working with you to deliver great outcomes across the region and for the State. Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time for us to meet.

Congratulations again on your appointment. We look forward to working with you.

Your sincerely



Cr David Menzel
Chair
Kimberley Regional Group

Attach

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

Kimberley Regional Group: Minutes 10 April 2025



Attachment 4 Correspondence Out: Hon Don Punch MLA, Minister for Aboriginal Affairs; Water; Climate Resilience; South West; Congratulations



The Hon Don Punch MLA
Minister for Aboriginal Affairs; Water; Climate Resilience; South West
Dumas House
2 Havelock Street
West Perth WA 6005

Via email – minister.punch@dpc.wa.gov.au

28th March 2025

Dear Minister

Congratulations

On behalf of the Kimberley Regional Group (KRG) of Local Governments, congratulations on your appointment as for Minister for Aboriginal Affairs; Water; Climate Resilience; and the South West.

The KRG can only achieve our vision to enhance the rich diversity and liveability of the Kimberley, through strong partnerships with government, business, the community sector and local communities. Our partnerships with Aboriginal organisations and government are a critical if we are to close the gap and drive positive social and economic change and opportunity for all. To that end the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities. This is enclosed for your consideration.

The Kimberley Regional Group looks forward to working with you in your new portfolio and to delivering great outcomes across our region and for the State. Mr. Paul Rosair, our Executive Officer will be in touch to progress a time to meet.

Congratulations again on your appointment. We look forward to working with you.

Your sincerely

A handwritten signature in black ink that reads "David Menzel".

Cr David Menzel
Chair
Kimberley Regional Group

Attach./

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 5 Correspondence Out: Hon John Carey MLA; Minister for Planning and Lands; Housing and Works; Health Infrastructure; Congratulations



The Hon John Carey MLA
Minister for Planning and Lands; Housing and Works; Health Infrastructure
Dumas House
2 Havelock Street
West Perth WA 6005

Via email – minister.carey@dpc.wa.gov.au

28th March 2025

Dear Minister

Congratulations

On behalf of the Kimberley Regional Group (KRG) of Local Governments, congratulations on your appointment as Minister for Planning and Lands; Housing and Works; and Health Infrastructure.

The KRG can only achieve our vision to enhance the rich diversity and liveability of the Kimberley through strong partnerships with government, business, the community sector and local communities. Our partnership with government is a critical if we are to harness and to drive positive social change and economic opportunities for all across the Kimberley region. To that end the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities, including a suite of housing initiatives. This is enclosed for your consideration.

The Kimberley Regional Group looks forward to working with you to deliver great outcomes across the region and for the State. Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time to meet.

Congratulations again on your appointment. We look forward to working with you.

Your sincerely

Cr David Menzel
Chair
Kimberley Regional Group

Attach.

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 6 Correspondence Out: Hon Hannah Beazley MLA; Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne; Congratulations



Kimberley Regional Group: Minutes 10 April 2025



Attachment 7 Correspondence Out: Hon Roger Cook MLA; Premier; Congratulations



The Hon Roger Cook MLA
Premier
13th Floor Dumas House
2 Havelock Street
West Perth 6005

Via email – wa-government@dpc.wa.gov.au

28th March 2025

Dear Premier

Congratulations

On behalf of the Kimberley Regional Group of Local Governments, I would like to congratulate you on your re-election.

The Kimberley Regional Group (KRG) is an alliance of the four Shires in the Kimberley, being the Shires of Broome, Derby West-Kimberley, Halls Creek, and Wyndham East-Kimberley. Our vision is to maintain and enhance the rich diversity and liveability of the Kimberley for its people and the world. Collectively we support positive outcomes across the Kimberley through improved social and economic opportunities for all.

The KRG can only achieve our vision through strong partnerships. Thank you for your election commitments for new investment in the Kimberley. These are very welcome. Building on these initiatives, the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities. This is enclosed for your consideration.

We look forward to working with you and your government to drive positive social outcomes and economic outcomes across the Kimberley region. The Kimberley Regional Group would welcome the opportunity to meet with you, to discuss your policy priorities and how we can work in partnership. Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time to meet.

Congratulations again on your re-election. We look forward to working with you.

Your sincerely

Cr David Menzel
Chair
Kimberley Regional Group

Attach

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 8 Correspondence Out: Hon Reece Whitby MLA; Minister for Police; Road Safety; Tourism; Great Southern; Congratulations



The Hon Reece Whitby MLA
Minister for Police; Road Safety; Tourism; Great Southern
Dumas House
2 Havelock Street
West Perth WA 6005

Via email – minister.whitby@dpc.wa.gov.au

28th March 2025

Dear Minister

Congratulations

On behalf of the Kimberley Regional Group (KRG) of Local Governments, congratulations on your appointment as Minister for Police; Road Safety; Tourism; and the Great Southern.

The Kimberley Regional Group (KRG) is an alliance of the four Shires in the Kimberley, being the Shires of Broome, Derby West-Kimberley, Halls Creek, and Wyndham East-Kimberley. Our vision is to maintain and enhance the rich diversity and liveability of the Kimberley for its people and the world. Collectively we support positive outcomes across the Kimberley through improved social and economic opportunities for all.

The KRG can only achieve our vision through strong partnerships with government, business, the community sector and local communities. Our partnership with government is a critical if we are to harness and to drive positive social and economic opportunities across the Kimberley region. To that end the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities, including a community safety and crime prevention package. This is enclosed for your consideration.

The Kimberley Regional Group looks forward to working with you to support your portfolio and to deliver great outcomes across the region and for the State. Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time to meet.

Congratulations again on your appointment. We look forward to working with you.

Your sincerely

A handwritten signature in black ink that reads 'David Menzel'.

Cr David Menzel
Chair
Kimberley Regional Group

Attach.

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

Kimberley Regional Group: Minutes 10 April 2025



Attachment 9 Correspondence Out: Hon Rita Saffioti MLA; Deputy Premier; Treasurer;
Transport; Sports and Recreation; Congratulations



The Hon Rita Saffioti MLA
Deputy Premier; Treasurer; Transport; Sport and Recreation
Dumas House
2 Havelock Street
West Perth WA 6005

Via email – minister.saffioti@dpc.wa.gov.au

28th March 2025

Dear Deputy Premier

Congratulations

On behalf of the Kimberley Regional Group (KRG) of Local Governments, congratulations on your appointment as Deputy Premier; Treasurer; Transport; and Sport and Recreation.

The Kimberley Regional Group (KRG) is an alliance of the four Shires in the Kimberley, being the Shires of Broome, Derby West-Kimberley, Halls Creek, and Wyndham East-Kimberley. Our vision is to maintain and enhance the rich diversity and liveability of the Kimberley for its people and the world. Collectively we support positive outcomes across the Kimberley through improved social and economic opportunities for all.

The KRG can only achieve our vision through strong partnerships. Thank you for your election commitments for new investment in the Kimberley. These are very welcome. Building on these initiatives, the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities. This is enclosed for your consideration.

The Kimberley Regional Group looks forward to working with you to support your portfolio and to deliver great outcomes across the region and for the State. Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time to meet.

Congratulations again on your appointment. We look forward to working with you.

Your sincerely

A handwritten signature in black ink, appearing to read 'David Menzel'.

Cr David Menzel
Chair
Kimberley Regional Group

Attach.

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 10 Correspondence Out: Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley; Congratulations



The Hon Stephen Dawson MLC
Minister for Regional Development; Ports; Science and Innovation;
Medical Research; Kimberley
Dumas House
2 Havelock Street
West Perth WA 6005

Via email – minister.dawson@dpc.wa.gov.au

28th March 2025

Dear Minister

Congratulations

On behalf of the Kimberley Regional Group (KRG) of Local Governments, congratulations on your appointment as Minister for Regional Development; Ports; Science and Innovation; Medical Research; and the Kimberley. The four Kimberley Shires are delighted that you have been appointed to this important role.

The KRG can only achieve our vision to enhance the rich diversity and liveability of the Kimberley through strong partnerships. Thank you for your election commitments for new investment in the Kimberley. These are very welcome. Building on these initiatives, the Kimberley Regional Group have developed a pre-budget submission which outlines some of our key regional priorities. This is enclosed for your consideration.

The Kimberley Regional Group looks forward to working with you to deliver great outcomes across the region and the State. Mr. Paul Rosair, our Executive Officer will be in touch to progress a time to meet.

Congratulations again on your appointment. We look forward to working with you.

Your sincerely

A handwritten signature in black ink that reads 'David Menzel'.

Cr David Menzel
Chair
Kimberley Regional Group

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459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

Kimberley Regional Group: Minutes 10 April 2025



Attachment 11 Correspondence Out: Hon Hannah Beazley MLA; Minister for Local Government; Disability; Volunteering; Youth; Gascoyne; Review of the Financial Assistance Grants



The Hon Hannah Beazley MLA
Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne
Dumas House
2 Havelock Street
West Perth 6005

Via email Minister.Beazley@dpc.wa.gov.au

3rd April 2025

Dear Minister

Review of the Financial Assistance Grants

Further to our discussion, please find attached research commissioned by the Kimberley Regional Group on the Financial Assistance Grants.

Financial Assistance Grants are an important source of revenue for many rural and regional local governments due to their limited rate base, remote location and dispersed populations.

As the value of the Financial Assistance Grants continue to diminish, the costs and responsibilities of local government have risen sharply. This has a direct impact on the amenity and liveability of rural and regional towns and communities. The research that we commissioned examined the grant methodology. It has put forward a suite of recommendations for the State and Federal government in terms of the pool of funding and its distribution in order to improve the grant model and deliver better outcomes. A copy of this research along with our Position Paper is attached for your consideration.

The Kimberley Regional Group would welcome the opportunity to brief and you and your office on this research and the recommendations. Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time for us to meet.

Your sincerely

Cr David Menzel
Chair
Kimberley Regional Group

Attach

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 12 Correspondence Out: Nick Sloan; CEO WALGA; Review of the Financial Assistance Grants



Mr Nick Sloan
CEO
WALGA

Via email - NSloan@walga.asn.au

3rd April 2025

Dear Nick

Review of the Financial Assistance Grants

Please find attached research commissioned by the Kimberley Regional Group on the Financial Assistance Grants.

As you are aware, Financial Assistance Grants are an important source of revenue for many rural and regional local governments due to their limited rate base, remote location and dispersed populations. As the value of the Financial Assistance Grants continue to diminish, the costs and responsibilities of local government have risen sharply. This has a direct impact on the amenity and liveability of rural and regional towns and communities.

The Kimberley Regional Group commissioned this research to better understand the grant methodology and what improvements could be made in terms of the funding and its distribution, in order to improve the grant model and deliver better outcomes. The research has a suite of recommendations for the State and Federal Government. A copy of this research, along with our Position Paper, is attached.

The Kimberley Regional Group would welcome the opportunity to brief you on this research and to discuss how we can work in partnership with WALGA to drive positive change to the Financial Assistance Grants.

Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time for us to meet.

Your sincerely

Cr David Menzel
Chair
Kimberley Regional Group

Attach

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@kaja.com.au

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Kimberley Regional Group: Minutes 10 April 2025



Attachment 13 Correspondence Out: Karen Chappell; President WALGA; Review of the Financial Assistance Grants



Ms Karen Chappel
President
WALGA

Via email - president@walga.asn.au

3rd April 2025

Dear Karen

Review of the Financial Assistance Grants

Please find attached research commissioned by the Kimberley Regional Group on the Financial Assistance Grants.

As you are aware, Financial Assistance Grants are an important source of revenue for many rural and regional local governments due to their limited rate base, remote location and dispersed populations. As the value of the Financial Assistance Grants continue to diminish, the costs and responsibilities of local government have risen sharply. This has a direct impact on the amenity and liveability of rural and regional towns and communities.

The Kimberley Regional Group commissioned this research to better understand the grant methodology and what improvements could be made in terms of the funding and its distribution, in order to improve the grant model and deliver better outcomes. The research has a suite of recommendations for the State and Federal Government. A copy of this research, along with our Position Paper, is attached.

The Kimberley Regional Group would welcome the opportunity to brief you on this research and to discuss how we can work in partnership with WALGA to drive positive change to the Financial Assistance Grants.

Mr. Paul Rosair, our Executive Officer, will be in touch to progress a time for us to meet.

Your sincerely

A handwritten signature in black ink, appearing to read 'David Menzel'.

Cr David Menzel
Chair
Kimberley Regional Group

Attach

Kimberley Regional Group and Kimberley Zone
459 Albany Hwy Victoria Park | 0419 930 467 | info@naja.com.au

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Kimberley Regional Group: Minutes 10 April 2025



6. Financial Report

Item for Noting

Submitted by: Vernon Lawrence, KRG Secretariat

To be tabled at the July Meeting

Kimberley Regional Group: Minutes 10 April 2025



7. Formal Presentations

Item for Discussion

Submitted by: Executive Team

Purpose

To provide a forum for guests to address the KRG on relevant topics.

Attendees

Time	Name	Position	Organisation
10:45 - 11:00am	Michele Pucci	A/CEO	KDC
11:00 - 11:30am	Janine Hatch	Director	RDA Kimberley
11:00 - 11:30am	Josh Lowrie	Assistant Director	Australian Bureau of Statistics

Kimberley Regional Group: Minutes 10 April 2025



Link to Key Pillar/s and Strategies:		Budget Implications	
<div> <div>People Place Prosperity Performance</div> <div> <div>Advocate Partner Promote</div> <div>Facilitate Fund Monitor</div> </div> </div>		Nil	
Resolution/s		Action(s)	
KDC Presentation That the Executive Team 1. Develop a brief scope of works for KDC for funding (20K) to progress the Kimberley Housing pipeline. 2. Work with the KDC to explore innovative solutions for the Kimberley that may attract government investment interest.		EO to reach out and invite Hon Melissa Price MP to a KRG meeting. EO to keep KRG members informed about any upcoming meetings with politicians. Members to notify the EO if they wish to attend accordingly. KDC Presentation: EO to write to Minister Dawson to raise key issues: <ul style="list-style-type: none"> GROH need to build homes in town Status of existing stock – Shire of Broome work: <ul style="list-style-type: none"> Issue is contrary to requirements under the health act – risk for Local Government Investment needed to ensure assets are safe and habitable Push costs onto local government Shires do fire breaks, cyclone clean ups and rubbish collection RDA Presentation: Shires to circulate ABS job roles when advertised through networks.	
Moved:	Shire of Halls Creek	Responsible:	Executive Officer
Seconded:	Shire of Derby West Kimberley	Due date:	As appropriate
Carried:	4/0		

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8. Kimberley Regional Group Annual Report 2023-24

Item for Decision

Submitted by: Executive Team

Attachment 14: KRG Annual Report 2023-24 (separately attached)

Purpose

To approve the Kimberley Regional Group Annual Report 2023/24.

In summary

- The Kimberley Regional Group approved the production of an Annual Report 2023/24
- The Report highlights the opportunities of the Kimberley and the achievements of the KRG: it will be loaded on the KRG website and used for marketing and advocacy purposes.

Background

- As above

Details

- As per the attached Annual Report.

Risk

Reputational: Without an Annual Report, the work of the KRG may not be understood by stakeholders.

Link to Key Pillar/s and Strategies:		Budget Implications	
<div> <div>People</div> <div>Place</div> <div>Prosperity</div> <div>Performance</div> </div>	<div> <div>Advocate</div> <div>Partner</div> <div>Promote</div> </div> <div> <div>Facilitate</div> <div>Fund</div> <div>Monitor</div> </div>	Nil	
Resolution/s		Action(s)	
The KRG approved the KRG Annual Report 2023/24 for release.			
Moved:	Shire of Halls Creek	Responsible:	
Seconded:	Shire of Derby West Kimberley	Due date:	
Carried:	4/0		

9. Position Paper Rates Exemptions

Item for Decision

Submitted by: Executive Team

Attachment 15: Rate Exemption Position Paper April 2025 Final Draft

Purpose

To approve a Position Paper on Rates Exemptions

In summary

- The financial impact of rates exemptions, including for charitable purposes, has been an ongoing issue for WA Local governments.
- WALGA has a policy position calling for a review of rate exemptions, particularly those for charitable purposes, to clarify the definition of a charity and ensure fair and equitable distribution of rates among all property owners.
- Given the impact on local government of State and Federal housing policy to support the growth of the community housing sector, who as charities are exempt from paying rates, a position paper on rates exemptions has been developed.
- This was sent to WALGA for their input and their suggestions have been incorporated
- The policy priorities in the position paper align with WALGA's advocacy positions.

Background

- The draft paper was circulated to Shire CEOs on the 28th February 2025 for input. Feedback has been incorporated into the paper.

Details

- As above

Risk

Reputational: Charitable organisations, support rate exemptions.

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Link to Key Pillar/s and Strategies:		Budget Implications	
<div> People Place Prosperity Performance </div>	<div> Advocate Partner Promote </div> <div> Facilitate Fund Monitor </div>	Approximately \$500 to design and to print the position paper	
Resolution/s		Action(s)	
The KRG 1. Endorsed the Position Paper Rates Exemption April 2025. 2. Approved \$500 to design and to print the Position Paper.		Executive Team to proceed with designing and printing the Rates Exemptions Position Paper.	
Moved:	Shire of Wyndham East Kimberley	Responsible:	Executive Team
Seconded:	Shire of Halls Creek	Due date:	As appropriate
Carried:	4/0		

Attachment 15: Rate Exemption Position Paper April 2025 Final Draft

POSITION PAPER

RATE EXEMPTIONS – April 2025

ABOUT THE KIMBERLEY REGIONAL GROUP

The Kimberley Regional Group (KRG) is an alliance of the four Kimberley Shires, being the Shire of Broome, the Shire of Derby West Kimberley, the Shire of Halls Creek and the Shire of Wyndham East Kimberley. Our Vision is to maintain and enhance the rich diversity and liveability of the Kimberley for its people and the world. Collaboratively the group seeks to drive positive impact across the region through improved social, economic and cultural outcomes. This paper is designed to highlight the issues as known to Local Government at the time of writing and the potential pathways that are supported.

CONTEXT

Rates contribute to the delivery of important local government services and facilities including roads, libraries, recreational facilities, community services, public health, and town planning. When properties are exempt from rates, the shortfall in revenue must be made up by other ratepayers or by cutting back on services. Rates in the Kimberley are high relative to the WA average. This is impacted by the remote location and size of the local government districts requiring Councils to deliver service over long distances.

How are rates calculated

The rates payable to a local government is determined by three factors: the method of valuing the land; the valuation of the land and improvements; and the rate in the dollar applied to that valuation by the local government. The Minister for Local Government determines the method for land valuation, and whether the unimproved value (UV) or gross rental value (GRV) of the land applies according to legislation and rating policy [LG Act s.6.28]. The Valuer-General values the land in line with the Valuation of Land Act 1978¹.

Councils generally impose a uniform general minimum for all rate categories in the recognition that every property receives some minimum level of benefit of works and services. Councils can set differential rates according to zoning, land use, whether the land is vacant or a combination of these [LG Act s.6.33]. Differential rates ensure that every ratepayer makes a reasonable contribution to the rates burden. *Subject to the Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

Each year, the costs and revenues of Council services and facilities are determined, and the net cost equals the amount required from rates. The amount required from rates to balance the budget is then divided by the total valuations to give a rate in the dollar. The rate in the dollar is then multiplied by the valuation of each property which gives the rates payable. Rates are subject to a minimum payment set annually by Council.

Rate exemptions

The Local Government Act provides that all land is rateable unless it is listed as exempt. Councils are required to keep a rates exemption register. Broome has around 5,150 GRV Residential properties in total. An examination of the Shire of Broome's rate exemption register

¹ <https://www.dlgsc.wa.gov.au/local-government/local-governments/rates-setting>

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indicates that there are 513 exempt properties, of which 198 are Shire properties, 194 crown properties and 121 have charitable status.

Exemptions for Pensioners

For example, pensioners, if they meet the eligibility criteria, are entitled to claim a rebate capped to an annual maximum amount by the State Government. Holders of a Commonwealth Seniors Health Card and the WA Seniors Card receive the same rebate as pensioners. Acknowledging the budgetary impact of offering these concessions to Councils, the WA Government provides funding to local governments to cover the cost of these rebates.

Exemptions for Charitable Purposes.

Section 6.26(2)(g) of the Local Government Act provides a rates exemption for 'land used exclusively for charitable purposes'. 'Charitable purposes' is not defined in the Local Government Act 1995 or other statutes; rather charity is defined at common law. Determinations by the State Administrative Tribunal indicate: *the condition that to be charitable a purpose must tend to benefit the public is satisfied if the purpose tends to the benefit of the public at large or a class or section of the public*².

Rate exemptions provide a significant financial benefit for charities and supports them to deliver services for their members or the public. Local governments recognise that many charities provide important services with limited funding and if required to pay rates, it may impact on their ability for them to provide those services. Unfortunately, this rate exemption has expanded to include the commercial activities of charities. For example, charities that offer aged housing, independent living units and lease for life homes often qualify for rate exemptions even when residents are required to purchase the right to occupy their unit, at market value, and pay maintenance.

The WA State Government, including the Department of Housing is not obliged to pay local government rates. The Department of Housing has historically, and continues to make, rate payments to Local Government for social housing. This practice recognises that public housing tenants consume and benefit from Local Government services and facilities.

Properties leased by the Department of Housing to organisations with charitable status such as community housing organisations (CHOs) are exempt from paying rates. Over recent years, the Department of Housing has increased the devolving management of social housing to charitable providers. State and Federal government housing policy is supporting the growth of housing provision through the community housing sector. This provides considerable risk to local governments in terms of lost rate revenue. Local government discretion may be exercised but only to the extent of assessing: If the land is used exclusively for a purpose consistent with s.6.26 provisions, and if only a portion of the land is used exclusively for a s.6.26 purpose, what proportion, with exemption only applying to that proportion.

Local governments welcome an increase in social housing to meet community need. However, for local governments such as the Kimberley where there is high percentage of social housing, they are often the communities that can least afford to underwrite the cost of rate exemptions. This contributes to an increasing divide in the level of services and facilities for communities with most need. The estimated lost rate revenue for properties leased / owned by community housing organisations equates to approximately \$222K per year. In recognition of the impact of rate loss, some CHOs pay rates, and others have MOUs with local governments outlining financial contributions. However, many seek rate exemptions. It is only the rates which are exempt. They must pay for Council fees and charges such as waste collection.'

² Rates and Charitable Land Use Exemption Applications, Best Practice Guidelines, WALGA and WA Rates Officers Association, Nov 2021.

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There is a key role for State and Federal Government to ensure that rates are received for social housing properties, ensuring that local governments do not unreasonably lose critical income to provide services and facilities.

Exemptions for Land used or held by the Crown (State Government) for a public purpose.

Local governments do not have the authority to levy rates on unallocated Crown Land in Western Australia. Also, Government Trading Entities (GTEs) are exempt from local government rates under the Government Trading Enterprises Act 2023. Section 150 of the Act states that land vested in, or under the care, control, or management of a GTE, and used or reserved exclusively for the performance of the GTE's functions is not rateable. Only if a GTE leases or lets land vested in it, or under its care, control or management, the land is by reason of the lease or tenancy rateable land³. However, there is provision in Section 151 that requires GTEs to pay an amount to the WA Government equivalent to the local government rates that they would have been liable to pay but for the exemption. The rates are kept by Treasury as consolidated revenue.

Projects under State Agreement Acts.

A State Agreement is a legal agreement between the WA Government and a proponent of a major project⁴. They generally pertain to specific industries or large-scale projects and are designed to provide long-term certainty for the proponents and ensure that the projects contribute to the economic development of Western Australia. They are negotiated on a case by case basis and generally the proponent does not pay local government rates. A report by the Office of the Auditor General 2024 on the Management of State Agreements found that the social and community benefits delivered by State Agreements are not transparently reported⁵. There are three State Agreements in the Kimberley covering the Argyle Diamond Mine, Ord River Hydro Energy Project and North West Gas Development (Woodside), but with development pipelines there may be future agreements developed. Argyle Diamond mine paid around \$12,000 in rates per annum when its estimated operating budget was \$420 million per year.

OBJECTIVES

- To ensure local governments receive appropriate rate income to enable them to provide services and facilities to enable their communities to flourish.
- To provide a robust framework to determine which entities qualify for a rate exemption and which should not and why, and how local governments are compensated for lost revenue.

GUIDING PRINCIPLES

- Equity: Fair tax treatment regardless of property ownership.
- Fairness: Rate income is received by local government to ensure that the burden of maintaining local government assets is borne equitably by all property owners.

³ https://classic.austlii.edu.au/au/legis/wa/consol_act/gtea2023347/s150.html?form=MG0AV3

⁴ <https://www.wa.gov.au/organisation/departments-of-jobs-tourism-science-and-innovation/state-agreements>

⁵ https://audit.wa.gov.au/wp-content/uploads/2024/10/Report-3_Management-of-State-Agreements.pdf

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POLICY PRIORITIES

- That the WA and Federal Governments include in lease agreements for the management of social, affordable or transitional housing a contractual obligation for the payment of local government rates, regardless of the provider's charitable status, as recognition of the services that local governments provide to housing tenants.
- That the WA Government
 - Amend legislation so rate equivalency payments made by Development WA and other Government Trading Entities are made to the relevant Local Governments instead of to the WA State Government.
 - Amend the *Local Government Act 1995* to clarify that Independent Living Units should only be exempt from rates where they qualify under the *Commonwealth Aged Care Act 1997*;
 - Either:
 - a) amend the charitable organisations section of the *Local Government Act 1995* to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or
 - b) establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.
 - Undertake a broad review into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the *Local Government Act 1995*.
 - Ensure that resource projects covered by State Agreement Acts pay Local Government rates.



10. 2028 Eclipse Strategic Planning Working Group - KRG Representative

Item for Decision

Submitted by: Executive Team

Attachment 16: Draft Terms of Reference 2028 Eclipse Strategic Planning Working Group
Attachment 17: Eclipse Presentation

Purpose

To appoint a KRG representative to the Kimberley Development Commission Regional Working Group for the 2028 Eclipse Strategic Planning.

In summary

- The Kimberley Development Commission (KDC) have invited the KRG to nominate a representative for the Regional Working Group for the 2028 Eclipse Strategic Planning.
- The role of the Regional Working Group is to maximize local impact, ensuring planning is driven by local context and needs. The Group will:
 - Provide regional expertise across workstreams
 - Lead local decision-making
 - Interface with community
 - Advise the Eclipse Taskforce
- The RWG will consist of:
 - Director, East Kimberley – Kimberley Development Commission (Chair)
 - Kimberley Superintendent – Department of Fire and Emergency Services
 - Regional Manager Kimberley – Department of Biodiversity, Conservation and Attractions
 - Regional Manager Kimberley – Main Roads
 - Chief Executive Officer – Regional Development Australia, Kimberley
 - Chief Executive Office – Australia's North West
 - Representative – Kimberley Regional Group
 - Representative – Kimberley Chambers Collective
 - Representative – Department of Primary Industries and Regional Development, Regional Digital Solutions
- It is anticipated that the Working Group will meet monthly online or in Kununurra

Background

- A total solar eclipse (TSE28) will pass across mainland Australia on July 22, 2028.
- TSE28 will follow a path across the Kimberley, into the Northern Territory, and across New South Wales before leaving mainland Australia.
- The remote North West and the East Kimberley offers a unique value proposition as it will experience the longest duration of totality (darkness) across the eclipse path, has the highest chance of clear skies, and has low light pollution.
- Eclipses offer significant opportunities for immediate and longer-term economic benefits when comprehensive and timely planning adequately considers and prepares for the visitor influx and community impact.

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- In preparation for the Eclipse, the KDC and Shire of Wyndham East Kimberley commissioned a demand study, which suggests that 25,000 visitors across a range of tourism market segments will likely want to travel to East Kimberley to view the eclipse.
- The demand study does not approximate expected visitation; factors such as accommodation capacity, tourism operator readiness, viewing site accessibility, transport options, and event marketing will underpin actual visitor numbers and overall economic success.
- The KDC's engagement with industry stakeholders has revealed that operators are already receiving requests from inbound tour operators to mobilise international visitor groups in their hundreds to view the event.
- In November 2024, KDC received cabinet endorsement for the following:
 - Development of the 2028 Kimberley Eclipse Taskforce
 - Resourcing requirements to support the work of the taskforce may be considered in the 2025-2026 budget process
 - Minister for Regional Development to provide a report back in April on the progress of the work of the Taskforce
- In December 2024, KDC received \$250,000 from the Regional Development Leverage Fund for the development of strategic planning activities for TSE28
- The timely establishment of a 2028 Kimberley Eclipse strategy will be critical for ensuring the region can adequately plan. Finalising workstreams and procuring services for each strategic component will be immediate priorities.
- The KDC is preparing to undertake the strategic planning activities for TSE28 under the advice of the Kimberley Eclipse Taskforce- comprised of KDC as the lead agency, and the Departments of Jobs Tourism Science Innovation, Biodiversity Conservation and Attractions and Treasury with other departments (Premier and Cabinet. Fire and Emergency Services, Planning Lands and Heritage, Health, Main Roads, Primary Industries and Regional Development, Water Corp) invited to participate when required
- The Kimberley Eclipse Taskforce held its first meeting on 4 March 2025.
- Actions from the first taskforce meeting were:
 - To progress with establishment of the Regional Working Group
 - To progress with the preparation of scopes of works for each strategic workstreams
- The Minister for Regional Development is required to report to the Tourism Investment Committee of Cabinet in April 2025 on the progress of strategic planning. The Eclipse Taskforce will assist with the preparation of this report.

Details

- The Eclipse Presentation attachment provides further information on the opportunities afforded by the Eclipse.

Risk

Reputational: If the Kimberley Shires do not co-ordinate activities to maximize economic opportunities associated with this significant event

Financial: The Eclipse may be an opportunity to prosecute the case for new investment in regional tourism infrastructure and services.



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Link to Key Pillar/s and Strategies:		Budget Implications	
<div> People Place Prosperity Performance </div>	<div> Advocate Partner Promote </div> <div> Facilitate Fund Monitor </div>		
Resolution/s		Action(s)	
The KRG nominated Vernon Lawrence as the representative for the KDC Regional Working Group for the 2028 Eclipse Strategic Planning		1. EO to write to Minister Dawson regarding the Tanami Road opportunities 2. EO and KRG Members to develop a list of priority projects for consideration by the Eclipse Working Group	
Moved:	Shire of Derby West Kimberley	Responsible:	Executive Officer and KRG Members
Seconded:	Shire of Wyndham East Kimberley	Due date:	As appropriate
Carried:	4/0		

Attachment 16: Draft Terms of Reference 2028 Eclipse Strategic Planning Working Group

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2028 Eclipse Regional Working Group – Terms of Reference

1. Background and Purpose

On the 22nd of July 2028, the Kimberley will experience a total solar eclipse lasting approximately 5 minutes. The event is expected to stimulate significant regional visitation, including international and domestic inbound tourism. Such mass tourism events bring several challenges, but also present significant opportunities for regional development.

The Kimberley Development Commission (the Commission, KDC) has been endorsed by the Tourism Investment Committee of Cabinet (TICC) to convene a taskforce to coordinate scoping and planning for the Eclipse event. The 2028 Eclipse Taskforce will provide strategic advice to the KDC as lead agency on resourcing, planning, and delivery of the Eclipse event. Under this Taskforce, a Regional Working Group will be established to guide workstream development to ensure regional needs are considered.

These terms of reference outline the Regional Working Group's objectives, powers, composition, terms of membership, meetings, quorum, duties and responsibilities of the group and its members.

2. Definitions

RWG refers to Regional Working Group

KDC, or the Commission, refers to the Kimberley Development Commission

DFES refers to the Department of Fire and Emergency Services

DBCA refers to the Department of Biodiversity, Conservations and Attractions

ANW refers to Australia's North West

KRG refers to the Kimberley Regional Group

RDA refers to Regional Development Australia

DPIRD refers to the Department of Primary Industries and Regional Development

3. Statements

3.1. Objectives

The RWG will:



- Facilitate cross-regional collaboration and engagement at the delivery and stakeholder engagement interface
- Provide strategic direction to ensure that the 2028 Eclipse project aligns with State policy, relevant State frameworks, the Regional Strategic planning documents, and maximises Regional economic benefit
- Act as an advisory body for decisions surrounding areas such as strategic planning, project management, and resourcing requirements

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3.2. Powers of the Regional Working Group

The RWG is responsible for providing appropriate and timely advice and decisions on matters relevant to these terms of reference to ensure informed decision-making by the Commission with respect to project management. It provides high-level strategic guidance to the lead agency, ensuring alignment with project goals and outcomes and regional priorities.

The RWG does not have executive powers or authority to implement actions in areas over which the Commission has legislative responsibility and does not have any delegated financial responsibility. The RWG does not have any Commission management functions and cannot involve itself in management processes or procedures, including the contract management of third-party consultants, as this is the responsibility of the Commission under current funding provisions.

3.3. Composition and membership

The RWG will consist of:

- 1) Director, East Kimberley – Kimberley Development Commission (Chair)
- 2) Kimberley Superintendent – Department of Fire and Emergency Services
- 3) Regional Manager Kimberley – Department of Biodiversity, Conservation and Attractions
- 4) Regional Manager Kimberley – Main Roads
- 5) Chief Executive Officer – Regional Development Australia, Kimberley
- 6) Chief Executive Office – Australia's North West
- 7) Representative – Kimberley Regional Group
- 8) Representative – Kimberley Chambers Collective
- 9) Representative – Department of Primary Industries and Regional Development, Regional Digital Solutions

Each member may delegate a proxy to attend an RWG meeting in their place, provided the Chair is advised in writing or via email at least 3 days prior.

All members have equal voting rights, and decisions are made based on the consensus of the members present.

If consensus cannot be reached, the Commission reserves the right to enact alternate decision-making methods, with input from the RWG members and consideration of the risks to project outcomes, costs, scope, and timelines. The matter may be referred to the XXXX for a final decision if no resolution is found.

3.4. Terms of Membership

The Commission appoints member organisations of the RWG. Members of the are appointed until:



- a) The person no longer holds the office by which the person became a member; or
- b) The person resigns from membership of the RWG; or
- c) The Commission provides written notice otherwise.

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If a member no longer holds the office by which they became a member or resigns, the respective organisation must appoint a replacement to maintain continuous representation.

3.5. Meetings

The group shall meet monthly, with meetings held on the XXXXX of each month. Additional meetings shall be convened at the discretion of the RWG Chair, or upon request of the Commission's project manager.

Meetings will be held online via Microsoft Teams unless specified otherwise. Attendance in person at the Kimberley Development Commission, 7 Ebony Street, Kununurra, is optional.

If the RWG Chair is absent, unable, or unwilling to perform the Chair's functions, or the Chair's office is vacant, then a Deputy Chair may be nominated to perform the functions of the Chair.

If the RWG Deputy Chair is absent, unable, or unwilling to perform the functions of the Chair, or the office of the Deputy Chair is vacant, then members present must choose one of themselves to perform the functions of the Chair.

3.6. Quorum

The quorum necessary for the transaction of business shall be at least 50% of members, including the Chair. A duly convened meeting of the RWG at which a quorum is present shall be competent to exercise all or any of the authorities, powers, and discretions vested in it or exercisable by the RWG.

Proxies, if approved by the Chair, will have the same decision-making powers as that of the member they represent.

3.7. Meeting recording

Meeting outcomes and actions will be distributed to members within one week following the meeting. Members will reply within one week of receipt of the outcomes either agreeing with or providing comment to enable progression of agreed actions.

3.8. Observers and presenters

Observers / guests may attend a meeting with the Chair's approval.

A person, either internal or external to the public sector, can make a presentation if invited or approved by the Chair in advance.

3.9. Administrative Support and Reporting

The KDC shall provide secretarial and administrative support to the RWG as follows:



- Call for agenda items with supporting papers at least one week in advance
- Notify the Chair of proxies and additional attendees / guests
- Prepare and distribute the agenda and supporting papers for each meeting
- Record the meeting outcomes and distribute action outcomes to members

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- Coordinate and facilitate completion of actions to ensure the maximum effectiveness of subsequent meetings
- Maintain communication networks as required
- Manage the membership of the group, based upon direction from the Chair

3.10. *Duties and Responsibilities of the RWG*

The duties and responsibilities of the RWG will be to:

Oversight and Strategic guidance

- Provide input into and endorse the project management plan for the 2028 Kimberley Eclipse strategic planning project including governance and workstream structures
- Review and provide feedback on key project documents, including reports, requests for tender, consultant outputs, and technical assessments
- Provide input into and endorse workstream lead agencies and organisations

Stakeholder Representation and Engagement

- Represent the interests of relevant stakeholders, the Region, and the State to ensure broad representation and consideration in decision-making
- Actively identify and seek leveraged funding and private investment into the project
- Ensure that key stakeholders, are informed of the progress of the project

Risk Management

- Review and provide advice on project risks and mitigation strategies
- Propose actions to address risks should they arise, including adjustments to project timelines or resource allocations as necessary

Resource Allocation

- Endorse the Commission's use of funding provided by DPIRD and any other financing that arises across the project in alignment with the agreed budget, timelines, and milestones, as well as distribution across workstreams
- Identify opportunities to supplement project resourcing, both financial and personnel
- Collaborate on submissions for budget allocation toward the projects' ongoing delivery

Conflict Resolution

- Assist in resolving any conflicts or issues arising throughout the project.


General Conduct

- Act in the best interests of the State and Region, apply sound judgement, and maintain confidentiality of all discussions unless authorised to disclose information
- Express opinions constructively and openly, raise issues that relate to RWG responsibilities and pursue independent lines of enquiry
- Contribute the time required to adequately service the project

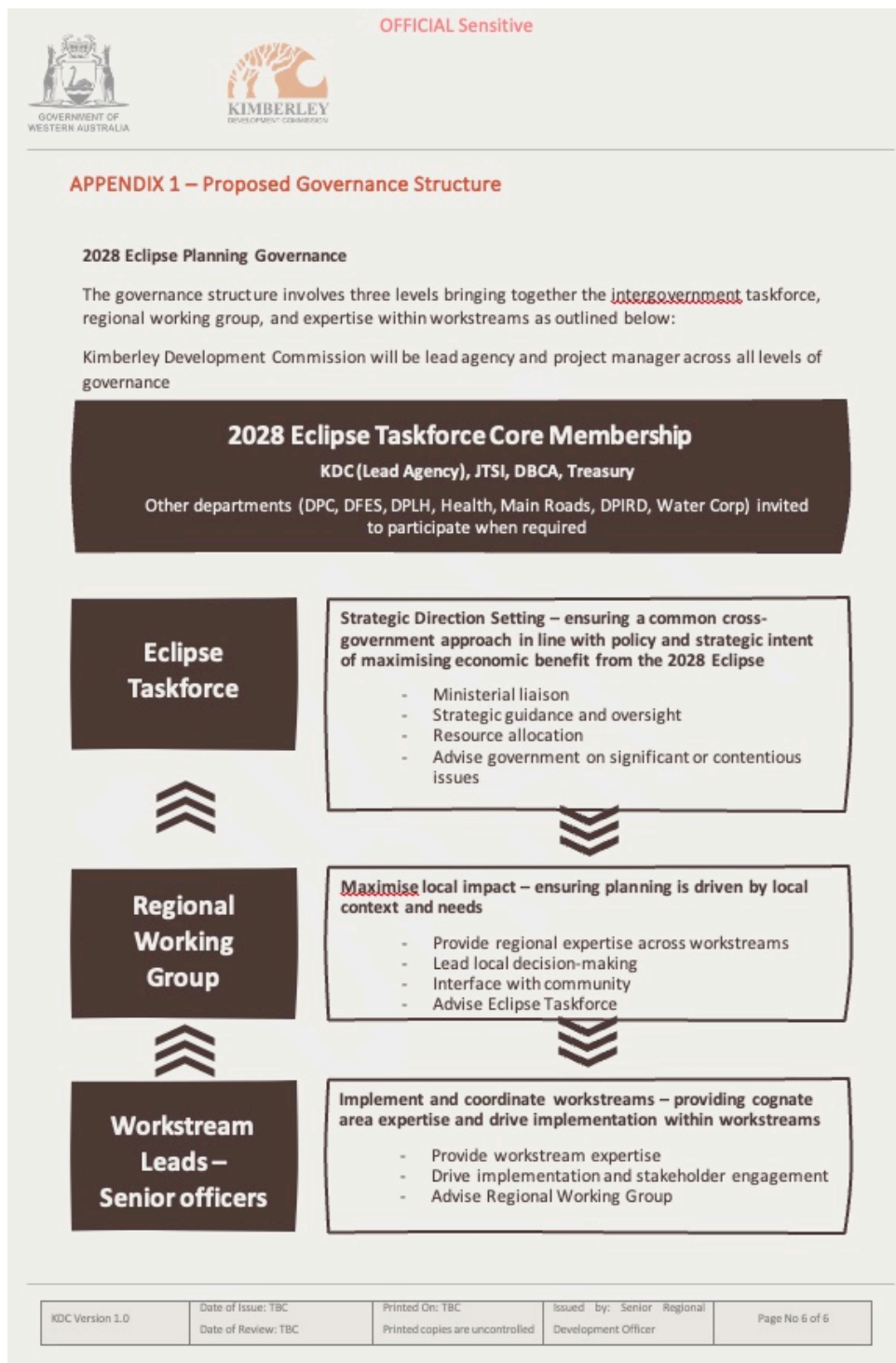
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<p>3.11. <i>Confidentiality</i></p> <p>All electronic and written information, and discussed matters and opinions, are considered confidential.</p> <p>4. Review</p> <p>RWG members will have the opportunity to review the Terms of Reference on an annual basis, to provide optimal effectiveness.</p>				
<div><div>KDC Version 1.0</div><div>Date of Issue: TBC Date of Review: TBC</div><div>Printed On: TBC Printed copies are uncontrolled</div><div>Issued by: Senior Regional Development Officer</div><div>Page No 5 of 6</div></div>				

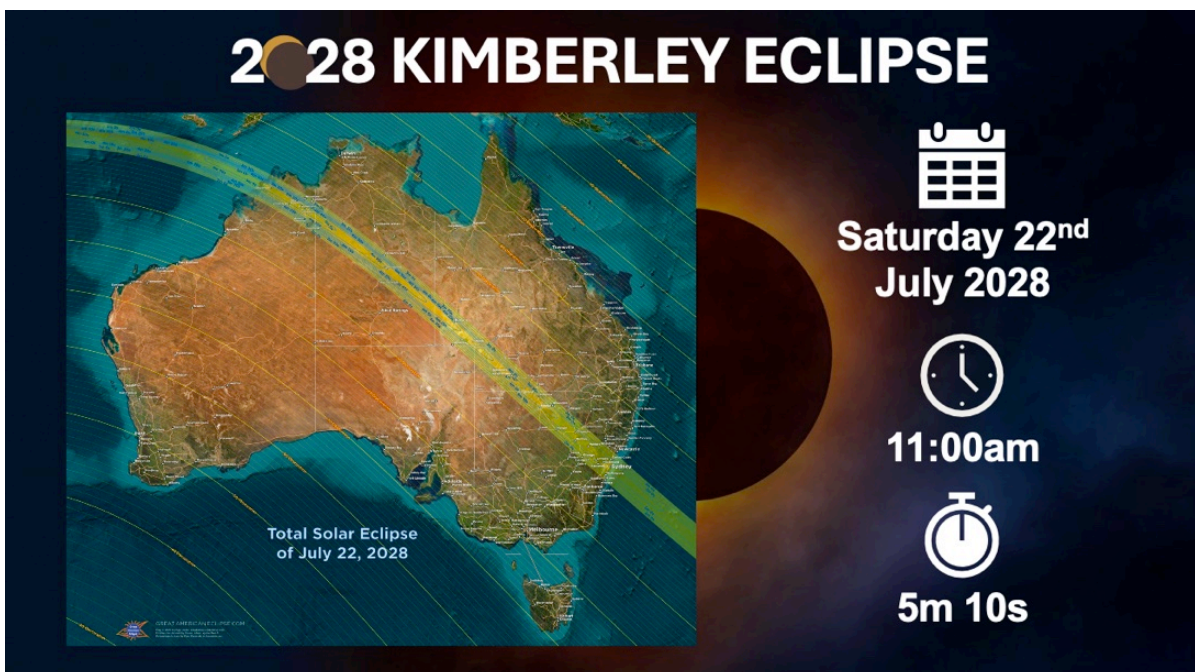
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Attachment 17: Eclipse Presentation



SESSION OUTCOMES

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1. Provide feedback of the key elements from the demand report
2. Seek early feedback from stakeholders
3. Lay foundations for a framework to commence planning processes
4. Establish next steps

Those joining on Teams can use the Q&A feature to present questions and feedback throughout the session

BACKGROUND

Work so far

1. SWEK and KDC commissioned demand study from Swift Marketing Solutions and Tina Smitherman consultants
 - Visitor demand forecasted at ~25,000 and visitor segments identified
 - KDC have shared the report with Minister for Regional Development

The event

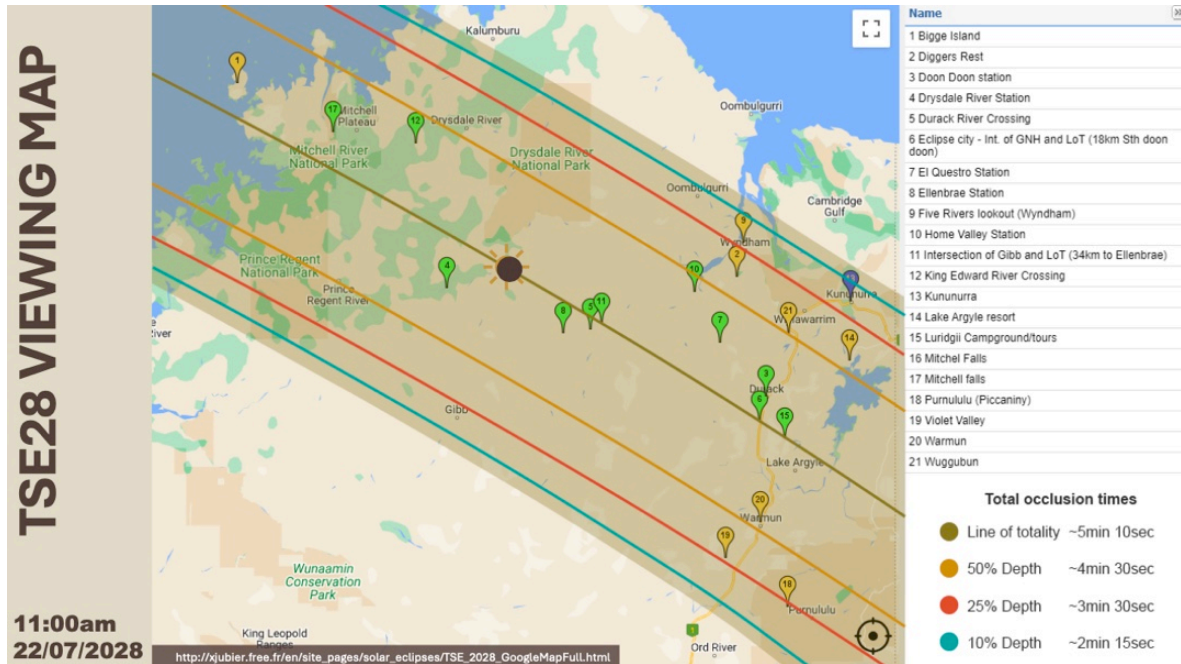
- TSE28 presents a significant opportunity for economic growth and tourism development
- Forecasted demand lays foundation for the essential early planning and implementation strategic initiatives/actions

Peak Season

Most of the Kimberley's ~400,000 annual visitors come from April – October utilising ~3,000,000 visitor nights and spending nearly \$200mil. The Eclipse falls at the height of peak season.

Tourism WA Insights and Planning – May 2024

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VISITOR PROFILES

FREE INDEPENDENT TRAVELLERS

INTRASTATE TOURISTS

INTERSTATE VISITORS

ASTRO-ENTHUSIASTS

INTERNATIONAL VISITORS

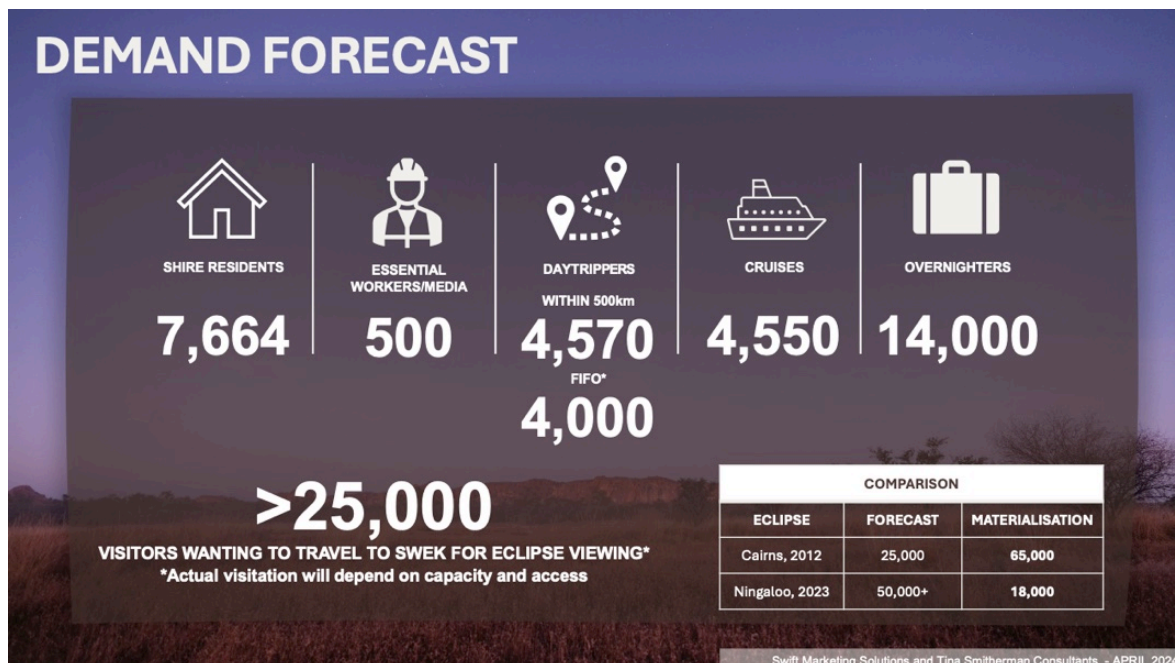
SCIENTISTS AND RESEARCHERS

HIGH VALUE TRAVELLERS

GROUP TRAVEL

Who are they?

Media	Eclipse Enthusiasts	Day trippers	Essential service personnel	Cruise passengers
International & local news agencies National newspapers and magazines TV Online	Dedicated chasers – Will be seeking maximum viewing under LoT - Ellenbrae station	Residents Regional tourists Fly in fly out Curiosity seekers	Additional staff Police Emergency services Hospital staff (Exmouth additional 150 workers based on 20- 25, 0000)	True north Silversea's Ponant Coral Expeditions The Kimberley quest Seabourne cruises <i>Others would consider scheduling</i>



2028 KIMBERLEY ECLIPSE

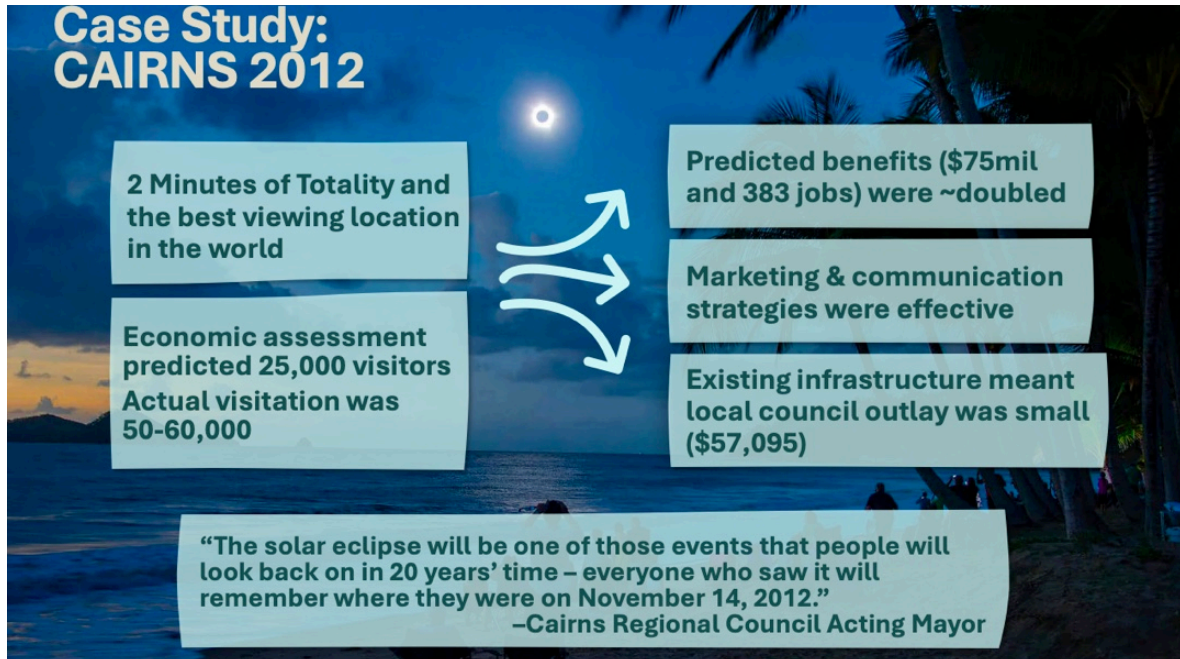
STRENGTHS

- Highest duration of totality across path
- Multiple accommodation/viewing options (spread crowds)
- High chance of clear skies (compared to rest of path)
- Late morning totality time (sun is high)
- Weekend eclipse (supports day-trippers)
- Cruise ship access to path
- Low light pollution
- Natural viewing environment
- Nearby service hub (Kununurra)

CHALLENGES

- Accommodation capacity
- Peak tourist season (Capacity limitations)
- Ability tourism operators to provide rates and firm bookings arrangements as far out as possible (to ITO and FIT)
- Path passes across Australia including Sydney
- Environmental protection
- Infrastructure limitations
- Remote area access

Case Study: CAIRNS 2012



2 Minutes of Totality and the best viewing location in the world

**Economic assessment predicted 25,000 visitors
Actual visitation was 50-60,000**

Predicted benefits (\$75mil and 383 jobs) were ~doubled

Marketing & communication strategies were effective

Existing infrastructure meant local council outlay was small (\$57,095)

“The solar eclipse will be one of those events that people will look back on in 20 years’ time – everyone who saw it will remember where they were on November 14, 2012.”
–Cairns Regional Council Acting Mayor

Case Study: NINGALOO 2023



Measurable benefits and costs were left on the table

Outcomes were met, but more could be done

Forward planning could have resulted in more benefits without more risk

Reconsider risk tolerance


Planning needs to consider benefits and how they’ll be measured

Delayed planning meant the full suite of possible benefits were not achieved

**Visitation and tourism opportunities were missed in planning
Particularly cruises and international ITO’s**

Focus on strict risk management left benefits unrealised

Case Study NINGALOO 2023 – Stakeholder perspectives



- Public events were well-planned, family-friendly, well-attended
- Decision to not allow cruise travelers to disembark was a missed opportunity
- Governance structures established too late – impacted broader benefits
- Visitation would have been higher if public safety wasn't the planning priority
- 'Local greed' (price gouging) was seen to scare off visitors (whether actual or perceived)
- Initial demand estimate was optimistic and led to risk-focused approach
- Delayed planning impacted ability to attract international visitors
- Communications infrastructure upgrades enabled global reach



GUIDING PRINCIPLES

DIFFERENTIATION	BRANDING	LEGACY
<ul style="list-style-type: none"> The Kimberley's unique value proposition <ul style="list-style-type: none"> Eclipse Duration Weather Natural environment Existing tourism profile Cultural intersect with astro-tourism Challenges of remoteness <ul style="list-style-type: none"> Capacity to support visitation International air accessibility Attracting people away from Sydney/Alice springs Lack of infrastructure 	<ul style="list-style-type: none"> Long-term brand is well established <ul style="list-style-type: none"> Ancient landscapes Open spaces Untouched beauty Iconic drives Culturally-rich Last frontier Kimberley Eclipse branding should leverage existing regional branding 	<ul style="list-style-type: none"> Long-term community goals should leverage eclipse <ul style="list-style-type: none"> Town precinct development Aboriginal workforce participation Accessibility upgrades Assessment of infrastructure requirements should be undertaken <ul style="list-style-type: none"> What is required for the event only? <ul style="list-style-type: none"> Temporary sites What permanent infrastructure could be leveraged? <ul style="list-style-type: none"> Airport/services Town precincts GRR upgrades

Dr Kate Russo – Community Eclipse Planning

LEGACY OPPORTUNITIES



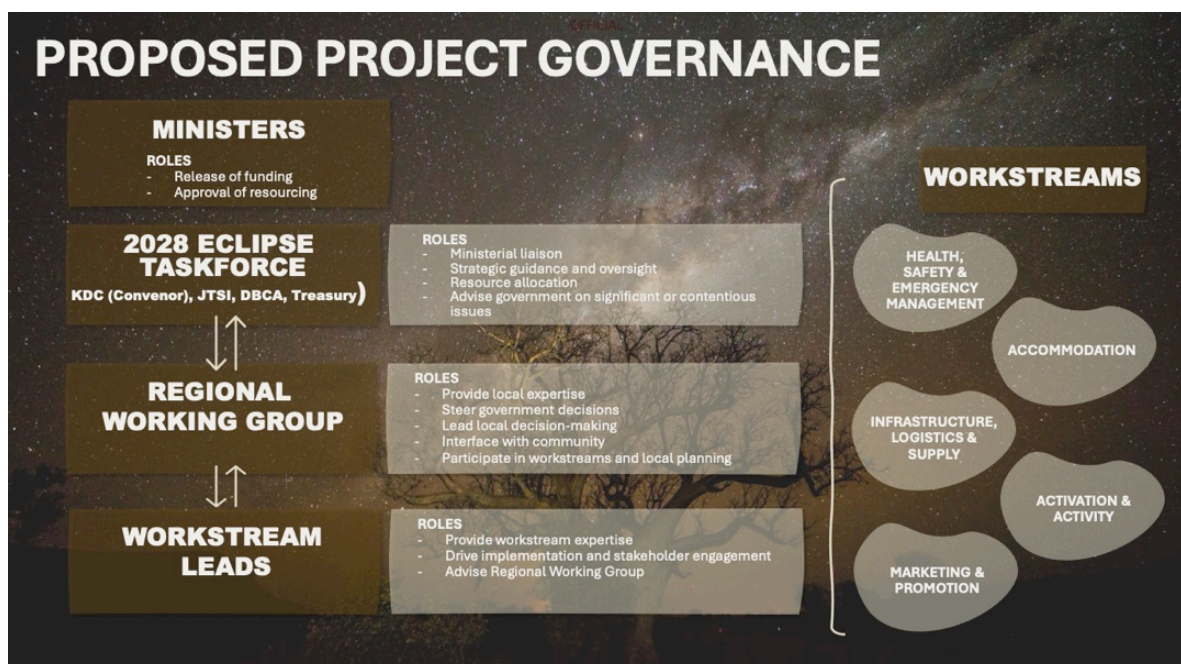
Permanent Infrastructure:

- Camping with Custodians
- Precincts in service centres – e.g., Kununurra Welcome to WA centre, Wyndham historical precinct
- Road upgrades (Gibb River Road)
- Air services into Kununurra (Dom. and Int.)
- Upgrades to Gibb River Road amenity
- Accessibility upgrades (cruise tourism, inbound travel)

Product development:

- Dark Sky tourism

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11. Kimberley Housing Pipeline

Item for Discussion

Submitted by: Executive Team

Purpose

To provide an update on the Kimberley Housing Pipeline Project and to generate discussion on the content of a submission to the State and Federal Government and decide the next steps .

In summary

- The Kimberley Housing Pipeline is an outcome of the Housing Roundtable which was held in Broome on the 29th July 2024.
- Housing Australia requested an indicative list of shovel ready Kimberley projects which was provided in September 2024
- The Pipeline is a co-ordinated package of works across the Kimberley.
- The pipeline has been updated to reflect a state election commitment for the Water Lily Place project in Kununurra, and a significant housing project being developed in Fitzroy Crossing by Leedal Pty Ltd.
- A Kimberley Housing Pipeline Submission is in development which brings together information requested by the WA Government including projected town growth, housing demand data, project governance and risk, and project timeframe to understand case flow requirements. Also, case studies from Council business cases will be included in the submission.
- To that end, a template seeking project time-frame information was sent to Councils on the 22nd January and the 13th March 2025 seeking project information.
- The Kimberley Development Commission is assisting with economic data for the submission.
- Discussions with the Federal Minister for Housing and Housing Australia staff indicate they are giving thought to a rural and regional funding round.

Background

- As above

Details

The State and Federal Government have requested information for the Housing Pipeline submission. This includes -

- Population projections for each Shire
- Housing Demand Data
- The Project schedule over the life of the pipeline to inform project cashflow
- Project governance
- Project risk

This information is being progressed in partnership with each Shire and the Kimberley Development Commission.

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Risk

- **Reputational:** If there are no outcomes from the Kimberley Housing Roundtable
- **Financial** – If opportunity to capitalize on government housing investment is not realized

Link to Key Pillar/s and Strategies:		Budget Implications	
<div> <div>People</div> <div>Place</div> <div>Prosperity</div> <div>Performance</div> </div>	<div> <div>Advocate</div> <div>Partner</div> <div>Promote</div> </div> <div> <div>Facilitate</div> <div>Fund</div> <div>Monitor</div> </div>	Nil	
Resolution/s		Action(s)	
The KRG noted the progress of the Kimberley Housing Pipeline Project and took into consideration matters raised by the KDC during their presentation.		Refer item 7 Formal Presentations	
Moved:	Shire of Halls Creek	Responsible:	Executive Team
Seconded:	Shire of Derby West Kimberley	Due date:	As appropriate
Carried:	4/0		



12. Federal Budget 2025-26

Item for noting

Submitted by: Executive Team

Purpose

To provide a brief overview of the Federal Budget from a Kimberley perspective.

In summary

- On 25 March 2025, the Australian government delivered the 2025-26 federal budget.
- The budget was built around the pillars of cost of living, economy, education, equality, health and housing.
- No new local government programs announced
- Retained key funding programs including Financial Assistance Grants, and increased funding for Roads to Recovery and the Black Spot Program and the Safer Local Roads and Infrastructure program¹.
- \$33 billion plan to make buying and renting more affordable and to accelerate the construction of new homes. This includes \$4.5 billion for States, Territories and Local Government to address local infrastructure backlogs and meet housing targets.
- Commitment to ensure the major banks continue to operate over 800 of their branches in regional and remote Australia until at least 31 July 2027.
- There were no significant, specific funding commitments for the Kimberley
 - In education, there's an additional \$1 million to support the operation of the new Manjali Studio School, a secondary boarding school for First Nations students in the Wunaamin Miliwundi Ranges²
 - Increased spend on the Australian Border Force - \$84.5 million over four years from 2025-26 to boost Australia's border security, including \$74.9 million to address illegal fishing in Australia's northern waters and support prosecutions. More biosecurity officers and ABF staff will also be stationed at Perth Airport and seaports in Wyndham and Dampier³.
 - WA promised an additional \$650 million in Commonwealth funding for infrastructure projects, which isn't in the budget, and won't be available until after 2029,
- This is a pre-election budget. With the election called for the 3rd May 2025, there is the opportunity to put forward to all sides of parliament investment opportunities in the Kimberley as per the KRG pre-budget submission.
- The Executive Officer was interviewed on the Kimberley ABC breakfast program and provided a KRG response to the Federal Budget

¹ <https://minister.infrastructure.gov.au/c-king/media-release/investing-roads-and-rail-build-australias-future>

² <https://www.abc.net.au/news/2025-03-26/federal-budget-what-is-in-it-for-wa/105095238>

³ <https://www.watoday.com.au/politics/western-australia/the-budget-reveals-17-1-billion-in-new-road-and-rail-funding-only-a-fraction-of-that-is-heading-west-20250325-p5lmgo.html>

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Background

- As above

Details

In terms of the KRG pre-budget submission whilst some national policies and funding commitment may benefit the Kimberley, there was minimal alignment with the KRG requests. These are outlined as follows –

Local Government Sustainability

- Request - Increase Financial Assistance Grants to 1% CTR, reform indexation and distribution
- Budget - No mention of FAG reform or increased pool
- Outcome - None

Defence of North West

- Request - Increased military presence and infrastructure upgrades
- Budget - Increased spend on the Australian Border Force - \$84.5 million over four years from 2025-26 to boost Australia's border security, including \$74.9 million to address illegal fishing in Australia's northern waters and support prosecutions. More biosecurity officers and ABF staff will be stationed at Perth Airport and seaports in Wyndham and Dampier⁴ No mention of defence investment in NW WA
- Outcome - Partial

Housing & FBT Reform

- Request - \$244.6M housing pipeline; FBT exemption for remote area housing
- Budget - Broader housing incentives, Help to Buy expansion, no FBT reform
- Outcome - Partial

Community Safety

- Request - \$48M for local diversion, surveillance, by-laws
- Budget - No Kimberley-specific crime prevention funding
- Outcome - None

Regional Economic Development

- Request - \$190M+ across Tanami Road, business parks, tourism
- Budget - No place-based or Kimberley-targeted funding
- Outcome - None

Transport

- Request - \$112M across 4 airports, Derby wharf upgrade
- Budget - No rural aviation or Kimberley transport projects
- Outcome - None

⁴ <https://www.watoday.com.au/politics/western-australia/the-budget-reveals-17-1-billion-in-new-road-and-rail-funding-only-a-fraction-of-that-is-heading-west-20250325-p5lmgo.html>

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Disaster Resilience

- Request - \$106.6M for evacuation and resilience centres
- Budget - General DRF continuation; unclear regional allocation
- Outcome - Minimal

Community Amenity

- Request - \$100M+ for boating, splash parks, resource recovery
- Budget - No funding for community or recreational infrastructure
- Outcome - None

Key Findings

- Missed Opportunity for Place-Based Equity: The budget does not prioritise regional or remote place-based funding, overlooking the Kimberley despite clear, shovel-ready proposals.
- No Reform on Remote Area Housing: National housing strategies are urban-focused; the FBT reform request, critical for staff retention in remote areas, was not addressed.
- No Targeted Disaster Resilience for the Kimberley: Despite recent events (e.g., Fitzroy flooding), the Kimberley was not directly referenced in DRF or infrastructure resilience announcements.
- Local Government Funding Reform Ignored: The sustainability of remote councils was not addressed despite repeated calls for reform to FAGs.

Recommendations for ongoing advocacy

Pursue Dedicated Federal Partnership

- Engage Treasury and the Department of Infrastructure, Transport, Regional Development Communications and the Arts (DITRDCA) for a Kimberley-specific regional funding agreement under existing place-based investment streams.

Seek Disaster Readiness Fund Earmarks

- Secure commitments for projects such as Broome Recreation Centre and Halls Creek Civic Centre within DRF announcements.

Push for Housing Reform

- Continue progression of Kimberley Housing Pipeline to secure allocation of housing funding.
- Partner with other remote jurisdictions to advocate for FBT reform and targeted housing incentives in the next budget or mid-year review.

Emphasise National Economic Relevance

- Reframe defence and infrastructure asks as national economic and security priorities—strengthen link to exports, minerals, and border protection.

Use this Mismatch for Leverage

- Highlight the disconnect between the Budget and regional need to strengthen future bids and negotiations.

Risk

- **Reputational:** Advocacy for new investment is a core role for the KRG

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Link to Key Pillar/s and Strategies:		Budget Implications	
<div> People Place Prosperity Performance </div>	<div> Advocate Partner Promote </div> <div> Facilitate Fund Monitor </div>	Nil	
Resolution/s		Action(s)	
The KRG noted the outcomes of the Federal budget for the Kimberley.			
Moved:	Shire of Halls Creek	Responsible:	Executive Team
Seconded:	Shire of Derby West Kimberley	Due date:	As appropriate
Carried:	4/0		

13. Election Strategy Update

Item for Noting

Submitted by: Executive Team

Purpose

To provide an update on the outcomes of the Kimberley Regional Group State Election Strategy and to provide an update on the Federal government election strategy.

In summary

- The KRG endorsed an election strategy in November 2023 meeting with the aim of gaining election commitments for investment in Kimberley infrastructure and services.
- Up to \$7,600 was allocated by the KRG towards this strategy.
- An Election Advocacy, Communications and Engagement Plan was endorsed in June 2024.
- Stakeholder engagement was discussed at the KRG October 2024 workshop
- The Investment Prospectus 2024/25, a pre-election submission which incorporates the Kimberley Housing Pipeline, Community Safety and Crime Prevention Package and updated projects and costs, and the Position Papers were used to inform advocacy .
- WA Labor was elected – its Vision for the Kimberley outlines over \$80M of election commitments.
- Divina D'Anna, MLA is the re-elected Member for the Kimberley and a Parliamentary Secretary to the Premier.
- The Hon Stephen Dawson, MLA is the Minister for Regional Development and Minister for the Kimberley
- In June 2025 the WA post-election budget will be handed down – this provides an opportunity to put forward projects for investment consideration.
- The Federal election will be held on the 3rd May 2025

Background

Advocacy, Communications and Engagement Plan

The KRG endorsed the following strategy. The is presented to enable the KRG to note progress.

Action	By When	Channel/ Tool	Status
Position papers onto website	7 June 2024	Linked in Post	Complete
Prospectus onto website	20 June 2024	Linked in Post	Complete
Formally Launch Prospectus	29 August 2024	Kimberley Economic Forum <ul style="list-style-type: none"> • Overview by KRG Chair • Media release • Linked in Post 	Complete

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Meet with key stakeholders in Canberra	August 2024	Meetings in Canberra at RAI National Summit and parliamentarians	Complete
Distribution of Prospectus and Position Papers to key stakeholders - Invite Prime Minister, LOOP & Premier and LOOP and invite them to visit Kimberley	Sept/ Oct 2024	Letter to key stakeholders with copy / link to documents	Complete
		Information on Council social media	On track
		CEO emails to Council staff	On track
		Information in Council social media / comms	On track
Meet with key stakeholders in Perth	Ongoing	Executive officer / Members	Ongoing
Opinion Piece for West Australian and The Australian	Jan/Feb 2025	Opinion Piece under Chair's name was submitted to the West but not run to date This will be submitted in the lead up to the June 2025 budget.	Complete
Host journalist tour of Kimberley	Nov - Feb 2025		Paused
Meetings in Canberra	Nov 2024	Meet with Federal parliamentarians	Complete
Highlight projects on Linked-In	Oct – April 2025		Ongoing
Host Election forum/s - Kimberley State Candidates & Federal Candidates (note these could be online or in person)	Feb 2025	Shires to host forum	Paused
A pre-election document which incorporates the Housing Pipeline, Community Safety and Crime Prevention Package and updated projects and costs.	February 2025	A pre-election submission to the State and Federal Government has been produced for advocacy purposes.	New Initiative - complete

Details

Kimberley funding commitments

The following is an overview of Kimberley funding announcements or commitments at the time of preparing this agenda paper.

Projects contained in the KRG Infrastructure Prospectus 2024 2025

Project	Funded/Commitment
Wyndham Boat Launching Facility	Federal funding
Walmanyum Cable Beach Foreshore Redevelopment	State funding
Fitzroy Eastern Flood and Fire Resilience Hub	Federal funding
Fitzroy Crossing Multipurpose Complex and Evacuation Centre	WA Labor Commitment
Zero Depth Water Splash Pad, Halls Creek	WA Labor Commitment



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Other Government funding announcements

State

- \$1.4M to upgrade emergency service responses in the East Kimberley

Federal (including rPPP and Growing Regions funding)

- First Port of Entry Status – Wyndham
- \$19.6 million for the Wyndham Multi-Purpose Community Hub in East Kimberley,
- \$1.9 million for concept planning and an implementation strategy for the Kununurra Nganjileg Iambagem 'Riverbank Recreation' waterfront precinct
- \$13.2 million for the Wyndham Community Boat Launching Facility

State Election – Key things of note

- Divina D'Anna, MLA is the reflected Member for the Kimberley and a new Parliamentary Secretary to the Premier.
- The Hon Stephen Dawson, MLA is the new Minister for Regional Development and Minister for the Kimberley

Voting results

The full results for all districts are loaded on the WAEC website. The full distribution (all preferences counted) Kimberley gave Divina D'Anna 6751 (64%) and Darren Spackman 3791 (36%). Things of note include-

- Darren Spackman (Independent) received the highest number of first preference votes in Kununurra
- Millie Hills (National) and Divina D'Anna (Labor) tied for first preferences in Halls Creek
- Divina D'Anna (Labor) received the highest first preference votes in all other polling booths
- Low voter turnout on the mobile polling booths with only 1076 votes were received

Kimberley WA Labor Government Election Commitments - \$80.502M

WA Labor Vision for the Kimberley Document⁵, outlined election commitments, with additional commitments promised during the election campaign. Kimberley election commitments are on the Kimberley MLA's Facebook page <https://www.facebook.com/DivinaDAnnaKimberley>. The following commitments were made:

Whole of Kimberley - Total \$23.997M

- \$8M infrastructure upgrades at remote community schools
- \$15.5 M Upgrade Derby and Wyndham Ports
- \$407K for 20 additional CCTV cameras – 6 in Broome, 4 in Kununurra, 4 in Halls Creek and 3 in Fitzroy Crossing - (as part of a \$22.5M Statewide Crime Package)
- Supplies for women's refuges and safe houses
- \$45K for all Kimberley animal welfare organisations
- \$45K for basketball competitions across the Kimberley

⁵ <https://www.rogercook.com.au/media/cook-labor-government-doing-what-s-right-for-the-kimberley>

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The following breaks down the election commitments per Kimberley Shire

Shire of Wyndham East Kimberley, \$12.665M	Shire of Halls Creek, \$4.115M
<ul style="list-style-type: none"> • \$5M Water Lily Place Housing Project Kununurra • \$5.9M Kununurra Night Space • \$120K to upgrade Kununurra Picture Gardens • \$75K for a new bus for the Port Wyndham Crocs Football Team • \$1.5M over 4 years - Kununurra PCYC (as part of PCYC Statewide Package) • \$50K for Wyndham Youth Aboriginal Corporation Training and Works loader • \$20K for Kalumburu Community Resource Centre 	<ul style="list-style-type: none"> • \$4M Zero Depth Water Splash Pad, Halls Creek • \$25K to the Jungarni Jutiyya Community Resource Centre Halls Creek (part of a Statewide CRC Package) • \$15K to Yura Yungi Medical Service to support seniors in Halls Creek • \$75K to Warmun Eagles Football Club Team Bus
Shire of Broome, \$16.070M	Shire of Derby West Kimberley, \$24.260M
<ul style="list-style-type: none"> • \$500K for planning towards Yawuru Cultural Center, Broome • \$11M towards a modern clinic for Broome Aboriginal Medical Services • \$2M to plan for low to medium detox center Broome • \$1.5M over 4 years Broome PCYC (as part of PCYC Statewide Package) • \$250K for Men's Safe Space in Djarindjin Community • \$30K to Goolarri Media Enterprises for archiving equipment • \$500K for a business case to plan for a future passenger terminal in Broome⁶ • \$5K Broome Volunteer Fire and Rescue • \$5K for Sisters of St John of God Heritage Centre • \$30K for Jalygurr-Guwan Early Years Learning Centre upgrades • \$100K for Yawardani Jan-ga Equine Assisted Learning program • \$50K for Kimberley Stolen Generations Portraits Exhibition • \$50K for St Marys College for new play areas • \$50K for Bidyadanga men's space 	<ul style="list-style-type: none"> • \$5.3M to expand dialysis unit at Fitzroy Crossing • \$8.7M towards Derby Wellness Centre • \$10M Fitzroy Crossing Multipurpose Complex and Evacuation Centre • \$50K for a community works tractor in Looma • \$10K for Kandiwal Community School Supplies • \$150K for upgrades MWW safe night space Fitzroy Crossing • \$50K towards medical equipment for the Derby Mobile Health Clinic

⁶ <https://www.rogercook.com.au/media/future-proofing-broome-port-and-tourism-into-the-kimberley-and-wa>

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Federal election

The Federal Election is on the 3rd May 2025. Karen Wheatland (Deputy Mayor City of Melville) is the Labor Candidate, Bailey Kempton (Small business owner Geraldton) the Nations Candidate for Durack and Brendan Sturcke (Emergency Services Officer Perth) the Greens candidate. Melissa Price (current Member for Durack) is the Liberal Candidate.

In the 2022 Federal election the Liberal Party retained the seat of Durack, with a 9.22% swing against them. Labor won 26 of 29 booths across the Kimberley, Pilbara and Gascoyne regions.

Meetings will be scheduled with candidates, putting forward the case for investment outlined in the 2025/26 State and Federal Budget Submission.

Risk

- **Operational and Reputational:** without the execution of an election strategy, opportunities to drive the KRG's policy and advocacy agenda may be missed.

Link to Key Pillar/s and Strategies:		Budget Implications	
<div> <div>People</div> <div>Place</div> <div>Prosperity</div> <div>Performance</div> </div>	<div> <div>Advocate</div> <div>Partner</div> <div>Promote</div> </div> <div> <div>Facilitate</div> <div>Fund</div> <div>Monitor</div> </div>		
Resolution/s		Action(s)	
<p>The KRG noted</p> <ol style="list-style-type: none"> 1. The outcome of the State Election Strategy. 2. That the WA post-election budget will be handed down in June 2025 and further advocacy opportunities will be progressed including meetings with new Ministers 3. That opportunities to advocate for investment will continue during the Federal election campaign. 			
Moved:	Shire of Halls Creek	Responsible:	Executive Team
Seconded:	Shire of Wyndham East Kimberley	Due date:	As appropriate
Carried:	4/0		

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14. Around the Grounds

Item for Discussion

Submitted by: Executive Team

Purpose

This session provides an opportunity for members to share information of a local or regional nature that may provide opportunities for collaboration or may serve the purposes of sharing a learning that could impact the region as a whole.

In summary

- Since the inception of this agenda item in February 2023, two events were deemed major enough to steer discussion: the floods and the Canberra visit.
- For this meeting, it has been left to each Shire to introduce a topic/s of their choice that they deem relevant for the group. It is the intention that each Shire can hold the floor for up to 5 minutes, after which the item can either be followed up out of session or raised as an agenda item for the next meeting.

Background

As above.

Risk

Operational and reputational: if key issues facing KRG members are not understood by the KRG.

Link to Key Pillar/s and Strategies:		Budget Implications
People Place Prosperity Performance	Advocate Partner Promote Facilitate Fund Monitor	
Resolution/s		Action(s)
For information only		TBD

15. Kimberley Regional Group Priority Action List

Item for Noting

Submitted by: Executive Team

Attachment 18: Status Report, KRG Prioritised Action List

Purpose

To provide a status update on action items.

In summary

- The Priority Action List 2023/24, developed November 2022, is a standing agenda item.
- Priority Actions do not preclude other activities or seizing opportunities as they arise.
- This list will be updated when the new business plan is developed.

Background

- As above

Details

- As per the attached action list

Risk

Operational: Without agreement on the priority work opportunities may be missed.

Link to Key Pillar/s and Strategies:		Budget Implications	
<div> <div>People</div> <div>Place</div> <div>Prosperity</div> <div>Performance</div> </div>	<div> <div>Advocate</div> <div>Partner</div> <div>Promote</div> </div> <div> <div>Facilitate</div> <div>Fund</div> <div>Monitor</div> </div>	Additional money to progress some actions to be considered after a scope of works is presented for endorsement	
Resolution/s		Action(s)	
The KRG noted the priority action list progress.			
Moved:	Shire of Broome	Responsible:	Executive Team
Seconded:	Shire of Derby West Kimberley	Due date:	As appropriate
Carried:	4/0		

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Attachment 18: KRG Prioritised Action List Status April 2025

Legend

Ongoing	Complete	On track	Pending	Behind
Type of Activity	Actions		Within contract scope	Status Update
Facilitate and partner	<ul style="list-style-type: none"> Develop a collective Kimberley Housing Investment Strategy 		No	<ul style="list-style-type: none"> Housing Advocacy Strategy endorsed November 2023 Discussion with Housing Australia to develop of a 5-year Kimberley Housing Pipeline Discussion with the WA Treasury Housing Supply Unit who support the pipeline approach Pipeline projects identified by each Shire. Submission in development which incorporates information requested by government including population projections, demand data, the pipeline and investment schedule, project governance and risk.
Advocate	<ul style="list-style-type: none"> Housing Maintenance Advocacy Strategy 		Yes	<ul style="list-style-type: none"> Strategy to be developed for KRG endorsement
Advocate	<ul style="list-style-type: none"> Review KRG land policy and strategy Advocate for policy changes to the transfer of Crown land to freehold for the provision of housing, with savings allocated for headworks or other activities to facilitate development. 		Yes	<ul style="list-style-type: none"> Paper scheduled for June meeting
Improve performance	<ul style="list-style-type: none"> Improving performance by learning from others (Benchmarking Project) 		No	<ul style="list-style-type: none"> Benchmarking project endorsed November 2023 meeting. Templates provided to Councils for input and awaiting a response This project was paused at the February 2025 meeting to incorporate 2024/25 Shire data.
Advocate	<ul style="list-style-type: none"> Undertake Pre-election Advocacy 		Yes (unless Canberra)	<ul style="list-style-type: none"> Election strategy being executed
Performance	<ul style="list-style-type: none"> Explore Shared Services Opportunities 		No	<ul style="list-style-type: none"> CEOs met 30th July Time scheduled in April 2025 to progress.
Advocate	<ul style="list-style-type: none"> Expansion of mental health services. Expansion of family and domestic violence services. Expansion of aged care services. 		Yes	<ul style="list-style-type: none"> An opportunity to lead joint advocacy with NGO sector

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	<ul style="list-style-type: none"> Health facilities that are fit for purpose in Aboriginal communities. 		
Advocate	<ul style="list-style-type: none"> Advocate for whole of family approach and wrap around services to be located in the Kimberley. 	Yes	<ul style="list-style-type: none"> Rolled into election strategy. Benchmarking exercise to assist with this.
Advocate	<ul style="list-style-type: none"> Develop advocacy strategies to encourage economic diversification including mining; tourism; agriculture; defence; creative Industries; small business; Indigenous business growth 	Yes	<ul style="list-style-type: none"> Ongoing advocacy and engagement
Advocate	<ul style="list-style-type: none"> Advocate for MOG initiatives around better place based regional service delivery to be progressed. 	Yes	<ul style="list-style-type: none"> Ongoing advocacy and engagement. MOG Reform in WA underway post 2025 Election.
Advocate	<ul style="list-style-type: none"> Submission to the Federal Inquiry into Local Government Sustainability. 	Yes	<ul style="list-style-type: none"> Submission Framework on the April 2024 agenda for discussion and input. Submission lodged 30th May 2024 Attended public hearing August 2024.
Advocate Facilitate	<ul style="list-style-type: none"> Gather government election priorities 	Yes	<ul style="list-style-type: none"> Reviewed government commitments
Advocate Facilitate	<ul style="list-style-type: none"> Create Investment Prospectus 2023 		<ul style="list-style-type: none"> Complete
Advocate Facilitate	<ul style="list-style-type: none"> Create Investment Prospectus 2024 	No	<ul style="list-style-type: none"> Funding allocated by KRG. Information obtained from Councils. Item of April 2024 agenda. for endorsement
Advocate	<ul style="list-style-type: none"> Develop pre-election summary document 	No	<ul style="list-style-type: none"> Complete
Advocate Facilitate	<ul style="list-style-type: none"> Develop communication and advocacy plan 	Yes	<ul style="list-style-type: none"> Key messages / key stakeholders
Advocate	<ul style="list-style-type: none"> Develop White Paper with clear positions 	Yes	<ul style="list-style-type: none"> Complete – Instead of White Paper Position Papers Developed- Prosperous and Diverse Economy Housing Management of Alcohol and Other Drugs Juvenile Justice Community Safety and Crime Prevention Provision of Government Services Emergency Management

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Advocate	<ul style="list-style-type: none"> • Increase support for mitigation measures, • infrastructure replacement to be more resilient. • Removal of the distinction between ordinary and additional costs in NDR payments. • Streamlined contracting and procurement processes, surety to payments, and immediate access to NDR funds. 	Yes	<ul style="list-style-type: none"> • Independent Review of Commonwealth Disaster Funding Submission endorsed and submitted. • Senate Inquiry submission submitted. • EM Policy Paper submitted. <p>These points included in submissions and EM Policy Paper.</p>
Facilitate and Partner	<ul style="list-style-type: none"> • Develop strong relationships with NHFIC (National Housing Finance Investment Corporation), Development WA and the Department of Communities – invite CEOs to KRG meeting to discuss partnership opportunities. 	Yes	<ul style="list-style-type: none"> • NHFIC, now Housing Australia, attended November 2023 meeting. <p>Will be engaged through Housing Advocacy Strategy.</p>
Advocate	<p>Develop a stakeholder engagement and communications plan, and advocacy strategy, to drive the actions identified in the Housing Policy Position, i.e.:</p> <ul style="list-style-type: none"> • State and federal social and affordable housing investment programs target the Kimberley • Community housing partnerships. • The DPLH support Shires to review housing needs in each town. • Changes to Government Regional Officer Housing and Home Ownership Subsidy Scheme policies • Government incentives for new supply • Changes to finance lending practices for home purchase 	Yes	<ul style="list-style-type: none"> • Endorsed November 2023 meeting
Advocate	<ul style="list-style-type: none"> • Submission to Aviation Green Paper 	Yes	<ul style="list-style-type: none"> • Submission endorsed at November 2023 meeting and submitted
Performance	<ul style="list-style-type: none"> • Review KRG Governance Documents 	Yes	<ul style="list-style-type: none"> • Governance documents endorsed at November 2023 meeting.
Advocate	<ul style="list-style-type: none"> • Submission to National Housing and Homelessness Plan 	Yes	<ul style="list-style-type: none"> • Submission lodged based on Housing Policy Position
Advocate	<ul style="list-style-type: none"> • First Port of Entry Status 	Yes	<ul style="list-style-type: none"> • Letters sent to State and Federal Government Ministers – continued to be raised in meetings with government. • Expanded FPOE status progressed for Broome • Wyndham First Port of Entry Status Federally approved 17 January 2025
Advocate	<ul style="list-style-type: none"> • Defence and Border Security 		<ul style="list-style-type: none"> • Letters to Ministers • Support for North West Defence Alliance

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Advocate	<ul style="list-style-type: none"> Alcohol Management – Letters and submissions on the Banned Drinkers Register 	Yes	<ul style="list-style-type: none"> Submissions made on proposed changes to the Banned Drinkers Register
Advocate	<ul style="list-style-type: none"> Potential summit with Regional Australia Institute, 14-15 August, Canberra 	Yes	<ul style="list-style-type: none"> NAJA negotiated reduced conference package and opportunities KRG sponsor of National Summit recognised through branding and dedicated session.
Facilitate and Partner	<ul style="list-style-type: none"> Host a Kimberley Housing Roundtable 	No	<ul style="list-style-type: none"> Held in Broome July 2024.
Advocate	<ul style="list-style-type: none"> Launch Pre-election document 	Yes	<ul style="list-style-type: none"> Formal launch at August 2024 Kimberley Economic Forum.
Advocate	<ul style="list-style-type: none"> Tanami Activation Strategy 	No	<ul style="list-style-type: none"> Application lodged by KDC for precinct funding under rPPP was not successful Activation strategy is included in the Investment Prospectus and Election Strategy
Advocate	<ul style="list-style-type: none"> Financial Assistance Grants 	No	<ul style="list-style-type: none"> Research report endorsed Feb 2025 Advocacy actions progressing.
Partner	<ul style="list-style-type: none"> Develop a joint project to quantify shire expenditure on vandalism/property crime. 		<ul style="list-style-type: none"> Partner
Monitor and Advocate	<ul style="list-style-type: none"> Research on the Financial Assistance Grants (FA Grants) methodology with recommendations for changes to the funding allocation. 	No	<ul style="list-style-type: none"> Scope of works endorsed at November 2023 meeting.
Advocate	<ul style="list-style-type: none"> Develop a stakeholder engagement, communications and advocacy strategy in line with the Policy Papers 	Yes	<ul style="list-style-type: none"> Complete

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16. Executive Officer Report

Item for Noting

Submitted by: Executive Officer

Attachment 19: EO Report March 2025

Purpose

To update the KRG on the Executive Officer services provided for the period March 2025 inclusive.

Background

The attached report provides information about the services provided, activities undertaken and time allocation over the past two months.

Details

As in included attachment.

Risk

Nil

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance	Advocate Partner Promote	Facilitate Fund Monitor	
Resolution/s		Action(s)	
The Executive Officers Report was received and endorsed		As per Outstanding Actions	
Moved:	Shire of Halls Creek	Responsible:	
Seconded:	Shire of Broome	Due date:	
Carried:	4/0		

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Attachment 19: EO Report – March 2025

Project Work / Activity

Refer to business arising and KRG action lists for all activities the Executive is working on.

Project / Activity	Status	Item
Administrative Matters and Meetings	Ongoing	-
Website and social media	LinkedIn posts continuing	-
State and Federal Government Election Strategy	Implementing Strategy	13
Strategic Planning	Implementation of the KRG Prioritised Action List	15
Advocacy Strategy Management of Social Housing	In Progress	-
General Stakeholder Engagement	Ongoing – see Stakeholder list	16

Stakeholders

Stakeholders	Purpose
KRG members	Developing Northern Australia Conference 22-24 July 2025 Cairns
KRG Secretariat	Agenda items, advocacy discussions, finance administrative matters
Kevin Wheatley, Business Partnerships Manager, Developing Northern Australia, Dr Allan Dale, Professor of Tropical Regional Development, The Cairns Institute	Developing Northern Australia Conference 22-24 July 2025 Cairns
Karen Wheatland, Labor candidate for Durack	KRG 2025 Election Priorities Briefing
Hon. Melissa Price MP, Federal Member for Durack	KRG 2025 Election Priorities Briefing
Millie Hills, Nationals WA candidate for the Kimberley	KRG 2025 Election Priorities Briefing
Divina D'Anna MLA, Parliamentary Secretary to the Premier.	KRG 2025 Election Priorities Briefing, Congratulations on re-election and appointment as Parliamentary Secretary

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Stakeholders	Purpose
Sarah McGowan, Strategic Business Manager, Nature Play WA	Meeting to discuss Nature Play WA's Strategic Vision
Wayne Bergmann, Leedal Pty Ltd	Proposed housing development Fitzroy Crossing
Brodie Ward, Director Kimberley Development Commission	KRG Representative on the Regional Working Group for the 2028 Eclipse Strategic Planning.
Regional Development Australia Kimberley Board	Rates exemptions for community housing Disaster relief funding arrangements and reimbursement issues
Michele Pucci – A/CEO Kimberley Development Commission	Kimberley housing demand data Population projections Kimberley towns
Hon Don Punch MLA, Minister for Aboriginal Affairs; Water; Climate Resilience; South West	Congratulations on your appointment
Hon John Carey MLA, Minister for Planning and Lands; Housing and Works; Health Infrastructure	Congratulations on your appointment
The Hon Hannah Beazley MLA, Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne	Congratulations on your appointment EO met with Hannah Financial Assistance Grants
The Hon Roger Cook, Premier	Congratulations on your re-election
Hon Reece Whitby MLA, Minister for Police; Road Safety; Tourism; Great Southern	Congratulations on your appointment
Hon Rita Saffioti MLA, Deputy Premier; Treasurer; Sport and Recreation	Congratulations on your appointment
Hon Stephen Dawson MLA, Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley	Congratulations on your appointment
Shannon Wood, Manager Board Governance and Reporting WA Grants Commission	Grant Commission membership, process for making a submission on Financial Assistance Grants.
Nick Sloan, CEO WALGA	Review of the Financial Assistance Grants

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Stakeholders	Purpose
Cr Karen Chapel, President WALGA	Review of the Financial Assistance Grants

Time Allocation

Historic Contract: September 2022 – August 2024

Name	Contract Hrs.	Actual Hrs.
Paul Rosair	670	663.5
Michelle Mackenzie	462	441.25
Jane Lewis	564	499
Support	92	131

Current Contract: September 2024 – August 2025

Total 1-Year Contract: 864 Hours: Monthly from 8th of the month to 7th of the next month

Paul Rosair			Michelle Mackenzie		Jane Lewis		Support	
	Contract	Actual	Contract	Actual	Contract	Actual	Contract	Actual
Sep 24	25	32	22	23	26	7	5	8
Oct 24	25	37.5	22	24.75	26	46	5	10
Nov 24	25	36.5	22	9.5	26	10	5	12
Dec 24	15	15.5	11	11	14	3	2	3
Jan 25	15	19.5	11	47.50	14	49.5	2	3
Feb 25	25	24.5	22	19.25	26	3	5	10
Mar 25	25		22		26		5	
Apr 25	25		22		26		5	
May 25	25		22		26		5	
June 25	25		22		26		5	
July 25	25		22		26		5	
Aug 25	25		22		26		5	
TOTALS	130	165.5	110	135	132	118.5	24	46
OVERALL CONTRACT: 396 ACTUALS: 465								

Note: A one-off payment was made by the KRG to reconcile outstanding hours to the 29th of February 2024.



17. General Business

Item	Responsible	Comments /Actions Arising
KRG Canberra Trip	CEO, Shire of Wyndham East Kimberley	<ol style="list-style-type: none"> Executive Team and KRG Secretariat to work on possible dates for the Canberra visit and report back to the Members KRG members to advise the key stakeholders they would like meetings with in Canberra
KRG Executive Assistant attendance at a 3 July development workshop in Perth with the Regional Capitals Alliance of WA	Executive Officer	Opportunity for collective professional development for Executive Assistants in Perth.
Shared Services	Executive Officer	A meeting to be organised out of session with the CEOs
2025 Developing Northern Australia Conference, Cairns, 22-24 July 2025.	Executive Officer	Tickets have been secured for 2 KRG members from each Shire. RDA Kimberley members have agreed to be included in the KRG package.
North West Defence Alliance - KRG Representative	Executive Officer	KRG Secretariat to advise North West Defence Alliance that Geoff Haerewa is no longer a Councillor and that the KRG is working through a process for a replacement representative, and that the Alliance will be advised of the KRG representative in due course
Raised by the Shire of Carnarvon - Vote of no confidence in Government Handling of Children at risk	A/CEO, Shire of Broome	<p>Refer Attachment 20 and 21</p> <p>Executive Team to draft a response.</p>

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Shire of Derby West Kimberley: Level of uncertainty regarding the state of the Council	CEO, Shire of Derby West Kimberley	Executive Officer to work with the CEO, Shire of Derby West Kimberley to draft a letter to the DLGSC / Minister requesting that the Department move swiftly to resolve/address the Shire of Derby West Kimberley issues which is also having an impact on the operations of the KRG.
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Attachment 20: Shire of Carnarvon Email

Subject: I250313-259251 - FOR THE ATTENTION THE MAYOR/PRESIDENT - REQUEST FOR SUPPORT

Greetings from the Shire of Carnarvon.

The Shire of Carnarvon Council is seeking your support to bring attention to the Government's current failures to address the ongoing issues of child neglect. We as a Council feel that the needs of these children are not being addressed by the State and the Government needs to be held to account.

The Shire of Carnarvon endorsed a Vote of No Confidence at the February 2025 Council Meeting (refer attached), and I am respectfully requesting that you consider putting this, or a similar motion to your Council and also to your WALGA Zone Meeting.

Please feel free to contact me on 0438 911 465 should you wish to discuss further.

Regards and thank you for your consideration.

Eddie Smith

Shire President

<https://carnarvon.wa.gov.au/>

P: (08) 9941 0000



The Shire of Carnarvon acknowledges and respects the Yinggarda (Carnarvon) and Baiyungu (Coral Bay) as the traditional custodians of the lands where we live and work. We pay our respects to Elders, past, present and emerging. The Shire of Carnarvon is committed to honouring the traditional custodians' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

"Disclaimer by the Shire of Carnarvon":

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire of Carnarvon unless this is clearly indicated. You should scan this email and any attachments for viruses. The Shire of Carnarvon accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

Attachment 21: Shire of Carnarvon Ordinary Council Meeting Item



**SHIRE OF CARNARVON ORDINARY COUNCIL MEETING – FEBRUARY 2025
URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY A DECISION
OF THE COUNCIL**

**JUSTIFICATION FOR A VOTE OF NO CONFIDENCE IN GOVERNMENT HANDLING
OF CHILDREN AT RISK**

Systemic Failures in Child Protection Services

Despite multiple inquiries highlighting systemic neglect, governments have reduced funding for frontline child protection services in regional areas like Carnarvon, increasing the risks for vulnerable children.

Failure to Implement Key Inquiries & Royal Commission Recommendations

- The Royal Commission into Institutional Responses to Child Sexual Abuse (2017) made over 400 recommendations, many of which remain unimplemented at both State and Federal levels.
- The Royal Commission into the Protection and Detention of Children in the Northern Territory (2017) exposed widespread abuse in juvenile detention centres, including Don Dale, yet key reforms have been ignored.

Overrepresentation of Indigenous Children in Out-of-Home Care

- Aboriginal and Torres Strait Islander children are 10 times more likely to be in out-of-home care than non-Indigenous children (AIHW, 2022).
- The Family Matters Report (2023) highlights the increasing rate of Indigenous child removals despite government commitments to reduce these numbers.
- The failure to invest in early intervention and community-led solutions has exacerbated intergenerational trauma and the breakdown of family structures.

2. Youth Justice System in Crisis

High Rates of Youth Offending

- Well documented evidence of young offenders who have over 400 counts of offending prior to turning 15
- In WA, NT, and QLD, Indigenous children make up over 80% of those in detention, reflecting the at risk environment they live in
- Rather than addressing the root causes of crime, governments continue to rely on punitive detention measures, leading to a revolving-door justice system that fails to rehabilitate young offenders.



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3. Failure of Government Programs & Service Reductions in Regional WA

The Failure of Target 120 and Other Youth Programs

- Target 120, a key WA Government initiative aimed at reducing youth crime, has failed to produce meaningful results, particularly in towns like Carnarvon, Broome, and Derby.
- Reports from community leaders indicate that youth crime continues to rise in regional areas, despite Target 120's presence, due to insufficient funding, lack of wraparound services, and inadequate community engagement.
- Government data itself shows that the program has failed to meet its goals, with increasing youth reoffending rates and ongoing community safety concerns.

Cuts to Youth Services & Early Intervention Programs

- The closure or reduction of youth programs, family support services, and mental health resources in regional WA has worsened the crisis for at-risk children.
- In Carnarvon, Broome, and other regional towns, the withdrawal of crisis support, diversionary programs, and rehabilitation services has left vulnerable children with nowhere to turn.
- No service operates past 5pm in these towns with systemic at risk youth. Services shut when they are needed most.
- The State Government's own cuts to regional service delivery have resulted in a loss of essential youth outreach services, forcing more children onto the streets without supervision, support, or protection.

4. Rising Youth Crime and Social Breakdown in WA

Escalating Youth Crime in Regional WA

- Carnarvon, Broome, Derby, and other regional WA towns have seen a significant rise in youth crime and antisocial behaviour, directly linked to the failure of government intervention programs.
- Local businesses, police, and community members report that children as young as 7 or 8 years old are frequently seen roaming the streets at night, engaging in criminal activity, or placing themselves in dangerous situations due to a complete lack of supervision or support.
- The government response has been reactive, focusing on punitive measures rather than addressing the underlying social and economic issues leading to youth crime.

Impact of Service Reductions on At-Risk Youth

- Withdrawing or reducing regional services has directly contributed to child neglect, family breakdown, and increased youth crime.
- The lack of safe spaces, crisis accommodation, and after-hours support in places like Carnarvon has created a crisis where children are left to fend for themselves on the streets.
- Overburdened police and local services are being forced to pick up the slack, despite having neither the funding nor resources to provide long-term solutions.

5. Mental Health and Social Welfare Failures

Severe Underfunding of Youth Mental Health Services

- Indigenous youth suicide rates in WA remain among the highest in the world, yet mental health services continue to be critically underfunded in regional communities.
- In 2023, the WA and NT Children's Commissioners warned of a growing mental health crisis among at-risk youth, with governments failing to address the root causes of despair, trauma, and self-harm.



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- Without proper mental health interventions, at-risk youth are left in crisis, further increasing their vulnerability to criminal behaviour, substance abuse, and violence.

Housing Crisis and Family Instability

- The lack of social housing and crisis accommodation in regional WA has worsened child neglect and homelessness, forcing more families into unstable and unsafe living conditions.
- Domestic violence and substance abuse remain leading causes of child protection interventions, yet government support services for affected families have been reduced.
- Governments have ignored repeated warnings from community leaders that the housing crisis is directly linked to rising youth crime and child protection concerns.

Conclusion: A Vote of No Confidence is Justified

RECOMMENDATION

The Council of the Shire of Carnarvon, representing its community and acknowledging the escalating crisis of children and youth at risk in our region and across Australia:

1. *Approves a Vote of No Confidence in the State and Federal Governments for their systemic failure to address the worsening crisis affecting vulnerable children and youth, leading to increased crime, social breakdown, and harm to our communities.*
2. *Condemns the Government's ongoing neglect and failure to act on well-documented inquiries, expert recommendations, and community-led solutions that could have prevented the crisis from reaching its current state.*
3. *Demands urgent and immediate intervention, including:*
 - *A full-scale overhaul of the current youth intervention strategies in WA, including the failed Target 120 program, and an urgent redirection of funding to community-led initiatives that actually work.*
 - *The immediate restoration and expansion of essential youth services that have been cut from regional WA, including mental health, diversion programs, crisis housing, and family support services.*
 - *An increase in frontline service resources in regional areas, including Carnarvon, to address the youth crisis with a combination of enforcement and prevention, rather than reactive policing alone.*
 - *The establishment of a dedicated Regional Youth Crisis Response Taskforce, in consultation with local governments, Aboriginal community organisations, and law enforcement, to implement a real and measurable strategy to tackle this crisis.*
 - *The State and Federal Governments to formally report on the progress of previous inquiries, royal commissions, and policy commitments, ensuring transparency and accountability on their failures to act.*
4. *Urges the State and Federal Governments to recognise that their current approach is failing, and that without decisive action, they will continue to abandon the most vulnerable children in our communities, further fuelling crime, social collapse, and intergenerational harm.*

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MOTION

COUNCIL RESOLUTION OCM 01/02/25

Moved: Cr Dudley Maslen

Seconded: Cr Paul Kelly

The Council of the Shire of Carnarvon, representing its community and acknowledging the escalating crisis of children and youth at risk in our region and across Australia:

- 1. Approves a Vote of No Confidence in the State and Federal Governments for their systemic failure to address the worsening crisis affecting vulnerable children and youth, leading to increased crime, social breakdown, and harm to our communities.**
- 2. Condemns the Government's ongoing neglect and failure to act on well-documented inquiries, expert recommendations, and community-led solutions that could have prevented the crisis from reaching its current state.**
- 3. Demands urgent and immediate intervention, including:**
 - **A full-scale overhaul of the current youth intervention strategies in WA, including the failed Target 120 program, and an urgent redirection of funding to community-led initiatives that actually work.**
 - **The immediate restoration and expansion of essential youth services that have been cut from regional WA, including mental health, diversion programs, crisis housing, and family support services.**
 - **An increase in frontline service resources in regional areas, including Carnarvon, to address the youth crisis with a combination of enforcement and prevention, rather than reactive policing alone.**
 - **The establishment of a dedicated Regional Youth Crisis Response Taskforce, in consultation with local governments, Aboriginal community organisations, and law enforcement, to implement a real and measurable strategy to tackle this crisis.**
 - **The State and Federal Governments to formally report on the progress of previous inquiries, royal commissions, and policy commitments, ensuring transparency and accountability on their failures to act.**
- 4. Urges the State and Federal Governments to recognise that their current approach is failing, and that without decisive action, they will continue to abandon the most vulnerable children in our communities, further fuelling crime, social collapse, and intergenerational harm.**

FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell

AGAINST: Nil

ABSENT: Cr L Skender

CARRIED BY SIMPLE MAJORITY 7/0

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Attachment 22: 2025 Meeting dates

CEO Ringaround	In Person Meetings	Zoom meetings	State Council
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Month	Meeting	Date	Time	Location
May	State Council meeting	7/5/25	-	East Metropolitan Zone
June	Kimberley Zone Only	20/6/2025	9:00am – 10:00am	Zoom
	KRG CEO Ringaround	26/6/2025	8:30am - 9:00am	Zoom
July	KRG Meeting	3/07/2025	11:30am – 2:30pm	City of Vincent (TBC)
	Government Forum		15:00pm – 17:00pm followed by networking session until 18:30pm	
	Dinner		19:00pm - 21:30pm	Le Vivant or similar
	State Council meeting	2/7/25	-	WALGA

Month	Meeting	Date	Time	Location
August	CEO Ringaround	8/8/25	8:30am – 9:00am	Zoom
	Kimberley Zone	15/8/25	9am – 9:45am	Zoom
	KRG		10:00 – 12:30pm	
September	State Council meeting	4-5/9/25	-	Goldfields Esperance Country Zone
	CEO Ringaround	18/9/25	8:30am - 9:00am	Zoom
	WALGA Local Gov Convention	22-24/9/25		
	Planning Session plus KRG only meeting	25/9/25	8:30am – 1pm	Perth
	CEO Ringaround	14/11/25	8:30am – 9:00am	Zoom

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Month	Meeting	Date	Time	Location
November	Kimberley Zone	21/11/25	9am – 9:45am	Zoom
	KRG		10:00 – 12:30pm	Zoom
December	State Council meeting	3/12/25	-	WALGA

Meeting Closure: 12:29pm

9.4.6 MONTHLY PAYMENT LISTING - MARCH 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Finance Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report recommends that Council receives the list of payments made under delegated authority, as per the attachment to this report, for March 2025.

BACKGROUND

The Chief Executive Officer (CEO) has delegated authority via Delegation 1.2.20 Payments from the Municipal or Trust Funds, to make payments from the Municipal and Trust funds as per budget allocations and in line with applicable policies.

COMMENT

The Shire provides payments to suppliers by Electronic Funds Transfer (EFT and BPAY), cheque, credit card or direct debit. Attachment 1 provides a list of all payments processed under delegated authority in March 2025.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT***Local Government (Financial Management) Regulations 1996***

12. *Payments from municipal fund or trust fund, restrictions on making*
 - (1) *A payment may only be made from the municipal fund or the trust fund —*
 - (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*
13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
 - (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) *the payee's name; and*
 - (b) *the amount of the payment; and*
 - (c) *the date of the payment; and*

(d) sufficient information to identify the transaction.

- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the Council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

13A. Payments by employees via purchasing cards

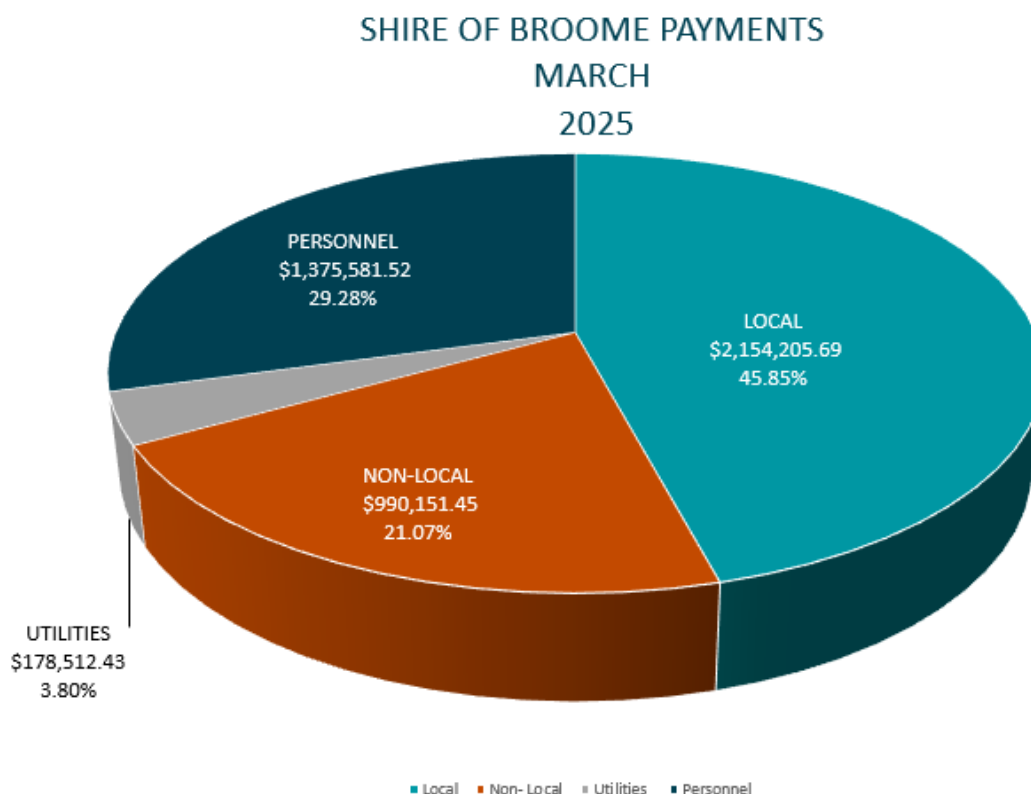
- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
- (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS

Nil.

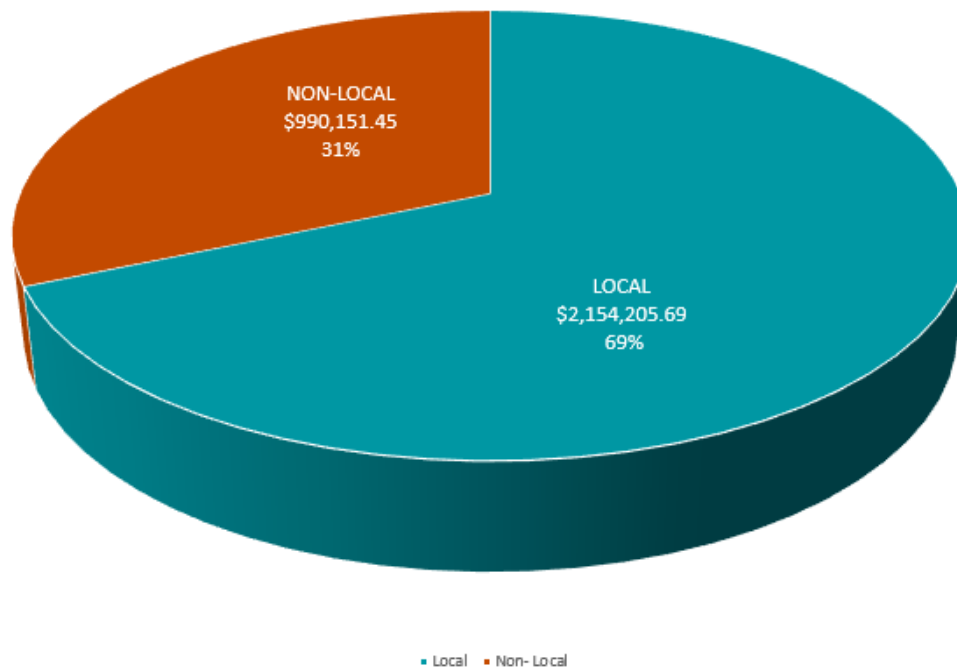
FINANCIAL IMPLICATIONS

List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:



Note: Personnel payments in this analysis include payroll, superannuation (contained within Direct Debit type payments), payroll tax and other deductions (contained within the EFT Payments type payments).

LOCAL Vs NON-LOCAL PAYMENTS MARCH 2025



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for March 2025 after \$1,375,581.52 in personnel payments, \$178,512.43 in utilities and other non-local sole suppliers were excluded.

YEAR TO DATE CREDITOR PAYMENTS

The below table summarises the total payments made to creditors year to date:

Month	Cheques	EFT Payments	Direct Debit	Credit Card	Trust	Payroll	Total Creditors
Jul-24	\$ 577.84	\$ 2,589,926.74	\$ 417,706.68	\$ 40,214.86	\$ -	\$ 810,379.14	\$ 3,858,805.26
Aug-24	\$ -	\$ 3,339,215.48	\$ 216,884.00	\$ 44,550.61	\$ -	\$ 811,035.25	\$ 4,411,685.34
Sep-24	\$ 1,522.00	\$ 4,377,814.98	\$ 206,644.31	\$ 30,455.57	\$ -	\$ 871,605.88	\$ 5,488,042.74
Oct-24	\$ 319.90	\$ 3,429,201.48	\$ 321,266.66	\$ 30,283.93	\$ -	\$ 1,253,165.45	\$ 5,034,237.42
Nov-24	\$ 4,500.00	\$ 5,328,066.11	\$ 309,561.39	\$ 40,280.98	\$ -	\$ 846,765.67	\$ 6,529,174.15
Dec-24	\$ -	\$ 5,369,457.99	\$ 525,594.31	\$ 37,847.27	\$ -	\$ 825,236.68	\$ 6,758,136.25
Jan-25	\$ 388.90	\$ 5,167,307.63	\$ 289,099.49	\$ 19,948.17	\$ -	\$ 798,876.19	\$ 6,275,570.38
Feb-25	\$ -	\$ 2,459,287.62	\$ 229,572.09	\$ 39,852.13	\$ -	\$ 825,248.60	\$ 3,553,960.44
Mar-25	\$ -	\$ 3,567,009.20	\$ 266,839.87	\$ 27,168.16	\$ -	\$ 837,433.86	\$ 4,698,451.09
Apr-25							
May-25							
Jun-25							
TOTAL	\$ 7,308.64	\$ 35,627,287.23	\$ 2,783,168.80	\$ 310,601.68	\$ -	\$ 7,879,746.72	\$ 46,608,063.07

RISK

The risk of Council not receiving this report is extreme as this will result in non-compliance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

The likelihood of this ever occurring is rare due to the CEO's implementation of procedures to ensure payment details are disclosed to Council in a timely manner, as well as Procurement and Purchasing policies which ensure these payments are made in accordance with budget and delegated authority and comply with *Local Government (Financial Management) Regulations 1996*.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 13 - Value for money from rates and long term financial sustainability

Objective 13.1 Plan effectively for short- and long-term financial sustainability

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Receives the list of payments made from the Municipal and Trust Accounts in March 2025 totalling \$4,698,451.09 (Attachment 1) per the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996 covering:*
 - a) *EFT Vouchers EFT78481- EFT779148 totalling \$3,567,009.20;*
 - b) *Municipal Cheque Vouchers 00000 - 00000 totalling \$0.00;*
 - c) *Trust Cheque Vouchers 00000 - 00000 totalling \$0.00; and*
 - d) *Municipal Direct Debits DD34248.11.1- DD34292.9 including payroll totalling \$1,104,273.73*
2. *Receives the list of payments made by credit cards in March 2025, totalling \$27,168.16 (contained within Attachment 1) per the requirements of Regulation 13A of the Local Government (Financial Management) Regulations 1996 covering EFT Vouchers EFT79198 – EFT79226.*
3. *Notes the local spend of \$2,154,205.69 included in the amount above, equating to 69% of total payments excluding personnel, utility, and other external sole supplier costs.*

Attachments

1. Payment Listing Attachment March 2025

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT #	Date	Name	Description	Amount
EFT78833	04/03/2025	AARON MANSON (POOL WISDOM)	Pool Chemicals- BRAC	\$ 7,036.00
EFT78938	13/03/2025	AARON MANSON (POOL WISDOM)	Pool Chemicals- BRAC	\$ 1,815.40
EFT78973	18/03/2025	AARON MANSON (POOL WISDOM)	Water Quality Testing- Town Beach Water Park	\$ 291.50
EFT79045	24/03/2025	AARON MANSON (POOL WISDOM)	Pool Chemicals- BRAC	\$ 3,131.00
EFT79094	28/03/2025	AARON MANSON (POOL WISDOM)	Water Quality Testing- Town Beach Water Park	\$ 728.75
EFT78909	11/03/2025	ACOR CONSULTANTS (WA) PTY LIMITED	Hydraulic Drawings- Cable Beach Redevelopment	\$ 1,365.00
EFT78939	13/03/2025	ACURIX NETWORKS PTY LTD	Wi-Fi- Library	\$ 497.20
EFT78940	13/03/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Oil Filter & Belt- Depot	\$ 1,201.42
EFT78974	18/03/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Filter Kit- Depot	\$ 863.16
EFT78941	13/03/2025	A. HISCOCKS	Reimbursement- Drug & Alcohol Screen	\$ 115.80
EFT78864	06/03/2025	ALLPEST (BROOME PEST CONTROL)	Termite Bait Stations & Pesticide - BRAC	\$ 2,651.00
EFT79095	28/03/2025	ALLPEST (BROOME PEST CONTROL)	Pest Maintenance- Civic Centre	\$ 325.00
EFT78975	18/03/2025	A. COLLINS	Umpire Payments	\$ 35.00
EFT78865	06/03/2025	A. RANN	Umpire Payments	\$ 315.00
EFT78976	18/03/2025	A. RANN	Umpire Payments	\$ 350.00
EFT78977	18/03/2025	ANNA PLAINS CATTLE CO PTY LTD	Rates Refund- A200000	\$ 15,628.46
EFT79046	24/03/2025	A. KRESS	Reimbursement- Catering	\$ 231.00
EFT79096	28/03/2025	ART HANGING SYSTEMS	50 Exhibit Panels- Civic Centre RFQ24/32	\$ 71,470.58
EFT79097	28/03/2025	ARTCOURTS	Travel Expenses, Materials & Freight- Youth Mural Painting RFQ 24/36	\$ 27,610.66
EFT78866	06/03/2025	ASHLEY LOVETT	Umpire Payments	\$ 175.00
EFT78978	18/03/2025	ASHLEY LOVETT	Umpire Payments	\$ 140.00
EFT79098	28/03/2025	ASK WASTE MANAGEMENT PTY LTD	Closure Management Plan- WMF	\$ 5,753.00
EFT78867	06/03/2025	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA (INC)	Australia Day 2025 Ambassador - Accommodation	\$ 433.80
EFT78910	11/03/2025	AUSTRALIA POST	Postage- Shire Administration	\$ 627.46
EFT79099	28/03/2025	AUSTRALIAN PERFORMING ARTS CENTRES ASS.	Annual Membership- Civic Centre	\$ 1,065.00
EFT78901	07/03/2025	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 709.50
EFT79023	21/03/2025	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll Deductions/Contributions	\$ 736.00
EFT78902	07/03/2025	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 122,304.00
EFT79024	21/03/2025	AUSTRALIAN TAXATION OFFICE	Payroll Deductions/Contributions	\$ 138,027.00
EFT78911	11/03/2025	AVIAIR	Sponsorship Contribution- Inter-Regional Flight Network	\$ 17,678.10
EFT78868	06/03/2025	BIG MAMA PRODUCTIONS	Performance Costs- Mangala Lanterns Project	\$ 200.00
EFT78912	11/03/2025	BLACKWOODS	Staff Uniforms- People & Culture	\$ 3,159.32
EFT78979	18/03/2025	BLACKWOODS	Set Drill- Depot	\$ 3,158.73
EFT78826	04/03/2025	BOC LIMITED	Gas & Welding Supplies- Depot	\$ 112.88
EFT78869	06/03/2025	BOC LIMITED	Oxygen- BRAC	\$ 184.80
EFT78942	13/03/2025	BOC LIMITED	Gas- Depot	\$ 101.93
EFT79100	28/03/2025	BOC LIMITED	Gas- Depot	\$ 75.53

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT78870	06/03/2025	BOWEN CIVIL SOLUTIONS	EWP Course- Employee Training	\$ 7,348.00
EFT79101	28/03/2025	BOYA EQUIPMENT	Workshop Consumables- Parks & Gardens	\$ 313.44
EFT78980	18/03/2025	BP AUSTRALIA PTY LTD - FUEL	Fuel- Depot	\$ 21,062.73
EFT79102	28/03/2025	BP AUSTRALIA PTY LTD - FUEL	Bulk Diesel- Depot	\$ 20,427.08
EFT79047	24/03/2025	BRENNAN IT PTY LTD	Microsoft Server Licensing- ICT	\$ 3,664.32
EFT78913	11/03/2025	BROOKS HIRE	5 Day Hire Of Loader- Works Maintenance RFT20/10	\$ 2,910.26
EFT78914	11/03/2025	BROOME ABORIGINAL MEDIA ASSOCIATION	Kullarri Naidoc Festival 2024	\$ 5,500.00
EFT78915	11/03/2025	BROOME BOLT SUPPLIES WA PTY LTD	Castor Wheels- Depot	\$ 308.88
EFT78871	06/03/2025	BROOME BOULEVARD	Rates Refund- A105322	\$ 34.80
EFT79103	28/03/2025	BROOME CHAMBER OF COMMERCE & INDUSTRY (INC)	Sponsorship Of West Kimberley Careers Expo	\$ 1,100.00
EFT78916	11/03/2025	BROOME MOVIES (SUN CINEMAS - THE TWIN CINEMAS)	Chinatown Easter Egg Trails 2025- Venue Hire	\$ 550.00
EFT78872	06/03/2025	BROOME PLUMBING & GAS	Replace Cisterns- Kimberley Regional Offices	\$ 1,415.00
EFT79104	28/03/2025	BROOME PLUMBING & GAS	Plumbing Maintenance- Town Beach Cafe	\$ 910.00
EFT78917	11/03/2025	BROOME PROGRESSIVE SUPPLIES	Kiosk Stock- BRAC	\$ 117.87
EFT78943	13/03/2025	BROOME PROGRESSIVE SUPPLIES	Chip Boxes- BRAC	\$ 305.63
EFT78981	18/03/2025	BROOME PROGRESSIVE SUPPLIES	Chinatown Easter Event - Easter Eggs	\$ 1,167.80
EFT79048	24/03/2025	BROOME PROGRESSIVE SUPPLIES	Kiosk Items- BRAC	\$ 1,016.78
EFT79105	28/03/2025	BROOME PROGRESSIVE SUPPLIES	Cleaning Products- Depot	\$ 427.61
EFT79049	24/03/2025	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Mower Parts- Parks & Gardens	\$ 300.00
EFT78903	07/03/2025	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 444.29
EFT79025	21/03/2025	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 480.00
EFT78904	07/03/2025	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 1,050.00
EFT79026	21/03/2025	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll Deductions/Contributions	\$ 1,050.00
EFT78944	13/03/2025	BROOME SMALL ENGINE SERVICES	Retractable Hose Reels & Bracket- Depot	\$ 1,969.00
EFT79050	24/03/2025	BROOME SURF LIFE SAVING CLUB INC	Venue Hire- Networking Workshop	\$ 1,050.00
EFT78945	13/03/2025	BROOME TOWING & SALVAGE	Towing- Ranger Services	\$ 165.00
EFT78827	04/03/2025	BROOME VACATION VILLAGE	Staff Rent March 2025	\$ 2,563.69
EFT79031	21/03/2025	BROOME VACATION VILLAGE	Staff Rent April 2025	\$ 2,563.69
EFT78946	13/03/2025	BROOME VETERINARY HOSPITAL	Vet Fees February- Ranger Services	\$ 1,310.00
EFT79051	24/03/2025	BROOME VETERINARY HOSPITAL	Pound Rental- February 25	\$ 5,000.00
EFT78982	18/03/2025	BROOME CRETE	Loader Hire- WMF	\$ 3,951.75
EFT79052	24/03/2025	BROOME CRETE	Kerb Mix- Surf Club	\$ 2,170.41
EFT78983	18/03/2025	BUNNINGS BROOME	Fan- Depot	\$ 373.05
EFT79106	28/03/2025	BUSHY'S PIZZA	Pizza- Youth Development Movie Night	\$ 3,190.00
EFT78984	18/03/2025	BWS LIQUOR (ENDEAVOUR GROUP)	Bar Stock- BRAC	\$ 260.00
EFT78874	06/03/2025	CABLE BEACH PAINTING SERVICES PTY LTD	Repaint Female Toilets- Medland Pavilion	\$ 4,005.00
EFT79107	28/03/2025	CABLE BEACH TYRE SERVICE PTY LTD (GOODYEAR AUTOCARE	Tyres- Depot	\$ 2,830.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT78947	13/03/2025	CARE PROPERTY WA STRATA MANAGEMENT	Quarterly Admin/Reserve Levy	\$ 1,741.78
EFT79053	24/03/2025	CASEY WAIDEMAN TA MOVE COLLECTIVE CO	Pilates Event- Community Engagement	\$ 150.00
EFT79054	24/03/2025	C. MARTIN	Compost Rebate	\$ 64.50
EFT79032	21/03/2025	CHARTER PROPERTY GROUP PTY LTD	Staff Rent- April 2025	\$ 3,910.71
EFT78905	07/03/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 866.63
EFT79027	21/03/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	\$ 791.88
EFT78817	04/03/2025	Cr. C. MITCHELL	Monthly Councillor Sitting Fee & Allowances	\$ 8,821.50
EFT78985	18/03/2025	CJD EQUIPMENT PTY LTD	Filter Kit- Depot	\$ 458.82
EFT79108	28/03/2025	CJD EQUIPMENT PTY LTD	Battery Retainer- Depot	\$ 712.44
EFT78875	06/03/2025	CLARK POOLS & SPAS BROOME (NEW)	Pool Servicing- Shire Housing	\$ 398.59
EFT79109	28/03/2025	CLARK POOLS & SPAS BROOME (NEW)	Pool Service & Chemicals- Shire Housing	\$ 160.95
EFT78828	04/03/2025	CLEANAWAY CO PTY LTD	Recycling Removal- WMF RFQ 23 - 16	\$ 2,753.92
EFT78948	13/03/2025	CLEANAWAY CO PTY LTD	Residential Two Bin Service- Recycling RFQ 23- 16	\$ 193,096.54
EFT78986	18/03/2025	CLEANAWAY CO PTY LTD	Kerbside Recycling Collection RFQ 23- 16	\$ 90,311.13
EFT79110	28/03/2025	CLEANAWAY CO PTY LTD	Waste Removal- Kimberley Regional Office	\$ 3,070.20
EFT78918	11/03/2025	CMA CONTRACTING PTY LTD	Contract Claim 11- Cable Beach Foreshore Redevelopment RFT 23/12	\$ 573,148.10
EFT78829	04/03/2025	COAST & COUNTRY ELECTRICS	Water Pump Repairs- Town Beach Water Park	\$ 385.00
EFT78876	06/03/2025	COAST & COUNTRY ELECTRICS	Fans- Shire Housing	\$ 2,128.27
EFT78919	11/03/2025	COAST & COUNTRY ELECTRICS	Install Booster Pump & Motor- Town Beach Water Park	\$ 10,499.50
EFT79111	28/03/2025	COAST & COUNTRY ELECTRICS	Investigate & Repair Light In Toilet- Civic Centre	\$ 1,237.73
EFT79112	28/03/2025	CONNECT CALL CENTRE SERVICES	Call Centre Charges- It	\$ 309.85
EFT78987	18/03/2025	CORNERSTONE LEGAL	Advice Dog Attack- Ranger Services	\$ 4,125.00
EFT78873	06/03/2025	DEAN DB & FJ (TA CABLE BEACH ELECTRICAL SERVICE)	Replacement Pump Control Panel- Haynes Oval	\$ 594.00
EFT78988	18/03/2025	DEAN DB & FJ (TA CABLE BEACH ELECTRICAL SERVICE)	RCD Replacement- Bedford Park	\$ 418.00
EFT79113	28/03/2025	DEAN DB & FJ (TA CABLE BEACH ELECTRICAL SERVICE)	Electrical Maintenance- Depot	\$ 781.00
EFT79055	24/03/2025	DELL AUSTRALIA PTY LTD	Software- WMF	\$ 2,508.00
EFT78920	11/03/2025	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB 3rd Quarter Contribution	\$ 406,393.39
EFT78971	14/03/2025	DEPARTMENT OF MINES, INDUSTRY & SAFETY - BUILDING &	January BSL 2025	\$ 4,459.50
EFT78818	04/03/2025	CR. D. MALE	Monthly Councillor Sitting Fee & Allowances	\$ 3,822.91
EFT78949	13/03/2025	DMK - THE KITCHEN	OMC Dinner February	\$ 246.50
EFT78877	06/03/2025	D. RANN	Umpire Payments	\$ 140.00
EFT78989	18/03/2025	D. RANN	Umpire Payments	\$ 245.00
EFT78906	07/03/2025	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 7,867.50
EFT79028	21/03/2025	EASISALARY PTY LTD T/A EASI	Payroll Deductions/Contributions	\$ 8,176.73
EFT79056	24/03/2025	ELGAS LTD	Gas- Shire Housing	\$ 75.90
EFT78819	04/03/2025	CR. E. SMITH	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT78878	06/03/2025	FIRE & SAFETY SERVICES COMPANY	Replace Faulty Power Supply- Kimberley Regional Offices	\$ 303.60
EFT79114	28/03/2025	FIRE & SAFETY SERVICES COMPANY	Repair In Pump Room- Civic Centre	\$ 1,981.10
EFT79057	24/03/2025	FOOTPRINT CLEANING (EMPOWER3 PTY LTD)	Entry Clean- Shire Housing	\$ 471.90
EFT79115	28/03/2025	FORCH WA PTY LTD	Workshop Consumables- Depot	\$ 457.57
EFT78830	04/03/2025	FORMS EXPRESS PTY LTD	Data Processing Of Rates- Finance	\$ 204.60
EFT78879	06/03/2025	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Various Items	\$ 1,356.81
EFT78990	18/03/2025	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Depot	\$ 476.55
EFT79034	21/03/2025	G. & J. KING	Staff Rent- April 2025	\$ 3,764.33
EFT79116	28/03/2025	GECKO PROPERTY DEVELOPMENTS PTY LTD	Boundary Fence- Reimbursement	\$ 5,994.12
EFT79117	28/03/2025	GLASS CO KIMBERLEY	Door Replacement- Broome Visitors Centre	\$ 5,902.33
EFT78950	13/03/2025	GO GO MEDIA	Centre Radio- BRAC	\$ 198.00
EFT78991	18/03/2025	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Pneumatic Garage Seat- Depot	\$ 633.80
EFT79118	28/03/2025	GPC ASIA PACIFIC PTY LTD T/AS REPCO	Garage Seat- Depot	\$ 235.42
EFT78880	06/03/2025	H & M TRACEY CONSTRUCTION PTY LTD	Contract Work - 4 X Shire Houses RFT 24-06	\$ 310,308.42
EFT78881	06/03/2025	HAMES SHARLEY	McMahon Estate- Business Case RFQ23-15	\$ 36,611.85
EFT78951	13/03/2025	HAMES SHARLEY	Broome Housing Diversity & Affordability Analysis	\$ 19,558.00
EFT79058	24/03/2025	HAMES SHARLEY	Professional Services- McMahon Estate	\$ 14,212.00
EFT79119	28/03/2025	HANG ME U.P. BROOME	School Holiday Program Activities- BRAC	\$ 676.00
EFT79059	24/03/2025	HARBY ENTERPRISES PTY LTD T/A HARBY STUDIOS	Domain Name Renewal- Cable Beach Redevelopment	\$ 165.00
EFT79120	28/03/2025	HARMONY HORTICULTURE	Weed Spraying- WMF	\$ 1,215.50
EFT79121	28/03/2025	HARROLD CONSTRUCTION PTY LTD	Window Replacement- WMF	\$ 5,445.00
EFT79060	24/03/2025	HITECH SPORTS PTY LTD	Height Adjuster Rebuild- BRAC	\$ 970.20
EFT78952	13/03/2025	HOLDFAST FLUID POWER NW PTY LTD	Pressure Gauge- Depot	\$ 121.51
EFT78921	11/03/2025	HORIZON POWER (ELECTRICITY USAGE)	Electricity Usage- BRAC Aquatic	\$ 14,056.65
EFT78953	13/03/2025	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Orr Street	\$ 694.64
EFT79061	24/03/2025	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Street Lighting	\$ 99,591.58
EFT79122	28/03/2025	HORIZON POWER (ELECTRICITY USAGE)	Electricity Charges- Male Oval Lighting	\$ 3,427.27
EFT79062	24/03/2025	HT CLEANING SERVICES PTY LTD	Ad Hoc Clean- Civic	\$ 401.49
EFT79123	28/03/2025	HT CLEANING SERVICES PTY LTD	Additional Cleaning- Administration Building	\$ 356.74
EFT79035	21/03/2025	HUTCHINSON REAL ESTATE	Staff Rent- April 2025	\$ 2,851.56
EFT79124	28/03/2025	INDUSTRIAL AUTOMATION GROUP	Lighting System Upgrade- BRAC	\$ 1,681.90
EFT79036	21/03/2025	J. HEARSCH	Staff Rent- April 2025	\$ 2,607.14
EFT78820	04/03/2025	CR. J. LEWIS	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75
EFT78821	04/03/2025	CR. J. MAMID	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75
EFT78992	18/03/2025	JOSH BYRNE & ASSOCIATES	Waterpark & Plaza Additional Renders- Cable Beach Redevelopment	\$ 4,514.40
EFT78993	18/03/2025	JOSHUA MILLIGAN	Bond Refund- Shire Staff	\$ 2,764.90
EFT78922	11/03/2025	J. JOHNSON	Rates Refund- A303012	\$ 200.00
EFT78954	13/03/2025	JUST RECYCLE IT PTY LTD	Mulched Green Waste- WMF RFT 22-11	\$ 50,689.65
EFT79063	24/03/2025	JUST RECYCLE IT PTY LTD	Mulched Green Waste- WMF RFT 22-11	\$ 20,323.60
EFT78882	06/03/2025	K. HILLARD	Rates Refund- A306312	\$ 820.50
EFT78923	11/03/2025	KAYNAR GROUP	Vehicle Air Conditioning Repairs- Depot	\$ 982.85
EFT78994	18/03/2025	KAYNAR GROUP	Vehicle Inspect & Repair Air Conditioning	\$ 1,109.75
EFT79125	28/03/2025	KIMBERLEY ARTS NETWORK INC	Arts & Culture Strategy- Community Development	\$ 2,500.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT78955	13/03/2025	KIMBERLEY CONTRACTING	Posi Shell Daily Application- WMF RFT 23-07	\$ 30,250.00
EFT79064	24/03/2025	KIMBERLEY CONTRACTING	Posi Shell Daily Cover- WMF RFT 23-07	\$ 37,510.00
EFT79126	28/03/2025	KIMBERLEY FITNESS & SUPPORT SERVICES	Group Fitness Classes- BRAC	\$ 1,650.00
EFT78956	13/03/2025	KIMBERLEY FUEL & OIL SERVICES	Filter Cover Assembly- Depot	\$ 267.24
EFT78995	18/03/2025	KIMBERLEY FUEL & OIL SERVICES	Filter Kit- Depot	\$ 643.94
EFT79127	28/03/2025	KIMBERLEY FUEL & OIL SERVICES	Filter Kit For Servicing- Depot	\$ 1,710.43
EFT79128	28/03/2025	KIMBERLEY SECURITY SYSTEMS	Solar Pannel- WMF	\$ 3,104.97
EFT78957	13/03/2025	KIMBERLEY TRAFFIC MANAGEMENT - KTM	Traffic Control- Infrastructure	\$ 25,495.25
EFT78883	06/03/2025	KIMBERLEY TREE CARE	Tree Removal- Parks & Gardens	\$ 3,355.00
EFT78884	06/03/2025	KIMBERLEY WASHROOM SERVICES	Sanitary Waste Disposal- Shire Venues	\$ 1,713.00
EFT79129	28/03/2025	KIMBERLEY WASHROOM SERVICES	Sanitary Bins Service- Infrastructure	\$ 1,953.00
EFT78885	06/03/2025	K. JOL	Umpire Payments	\$ 140.00
EFT78996	18/03/2025	K. JOL	Umpire Payments	\$ 105.00
EFT79065	24/03/2025	KO CONTRACTING PTY LTD	Longitude Markings- Infrastructure	\$ 36,174.82
EFT79130	28/03/2025	KO CONTRACTING PTY LTD	Line Marking- Japanese Cemetery Carpark	\$ 1,815.00
EFT78886	06/03/2025	K. BECKINGHAM	Umpire Payments	\$ 175.00
EFT78997	18/03/2025	K. BECKINGHAM	Umpire Payments	\$ 70.00
EFT79066	24/03/2025	LACHLAN STUART FRASER	Repair Gate - Town Beach	\$ 1,100.00
EFT79067	24/03/2025	LAIRD TRAN STUDIO	Construction Documentation- Cable Beach Redevelopment	\$ 1,991.00
EFT78958	13/03/2025	LANDGATE	Gross Rental Valuations Chargeable- Rates	\$ 835.68
EFT78887	06/03/2025	L. PLUMMER	Umpire Payments	\$ 245.00
EFT78998	18/03/2025	L. PLUMMER	Umpire Payments	\$ 175.00
EFT79068	24/03/2025	LED SIGNS PTY LTD	Electronic Scoreboards- BRAC	\$ 853.40
EFT79069	24/03/2025	LEVEL 5 DESIGN PTY LTD	Design Review Panel- Planning & Building	\$ 500.00
EFT78907	07/03/2025	LGRCEU	Payroll Deductions/Contributions	\$ 44.00
EFT79029	21/03/2025	LGRCEU	Payroll Deductions/Contributions	\$ 44.00
EFT79131	28/03/2025	LITTLE RIPPERS TECHNOLOGY	Dog Bag Dispensers- Ranger Services	\$ 858.00
EFT78999	18/03/2025	LO-GO APPOINTMENTS	Contractor- Financial Services	\$ 23,184.33
EFT78960	13/03/2025	MAGABALA BOOKS ABORIGINAL CORPORATION	Books- Library	\$ 347.88
EFT79000	18/03/2025	MAHER DIESEL & HYDRAULICS PTY LTD	Labour Hire- Depot	\$ 3,575.00
EFT78924	11/03/2025	MARK KENNEDY	Reimbursement- Staff Uniforms	\$ 190.00
EFT79070	24/03/2025	MARKET CREATIONS	Marketing Services- Communications	\$ 1,399.50
EFT79071	24/03/2025	MARKETFORCE(OMNICOM)	Tender RFT24/13 Advertisement- Infrastructure	\$ 1,997.06
EFT79072	24/03/2025	MAYBE SOCIAL	Social Media Content Creation- Communications	\$ 1,000.00
EFT78961	13/03/2025	MCCORRY BROWN EARTHMOVING PTY LTD	Construction Of BRAC / Frederick St - Road RFT24/09	\$ 279,567.70
EFT79132	28/03/2025	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Full Volumetric Survey Of Mulched Green Waste- RFT20/02 WMF	\$ 1,375.00
EFT78822	04/03/2025	CR. M. VIRGO	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75
EFT78888	06/03/2025	MELBOURNE URBIS PTY LTD	Concept Design Report- Cable Beach Foreshore Project RFT24-07	\$ 62,178.60
EFT78925	11/03/2025	MIRLI MIRLI PTY LTD TRADING AS OFFICE NATIONAL BROOME	Stationery- Shire Administration	\$ 669.78
EFT79001	18/03/2025	MIRLI MIRLI PTY LTD TRADING AS OFFICE NATIONAL BROOME	Monthly Paper Delivery- Administration Building	\$ 1,528.94
EFT79073	24/03/2025	MIRLI MIRLI PTY LTD TRADING AS OFFICE NATIONAL BROOME	Stationery- Shire Administration	\$ 235.61
EFT78889	06/03/2025	MOORE AUSTRALIA AUDIT (WA)	Review Financial Model- WMF	\$ 20,301.60

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT79133	28/03/2025	MOORE AUSTRALIA AUDIT (WA)	2025 Budget Workshop- Finance	\$ 3,410.00
EFT79037	21/03/2025	MORTAR & SOUL REAL ESTATE (SBRT PTY LTD)	Staff Rent- April 2025	\$ 4,127.98
EFT79074	24/03/2025	NEIL MANSELL TRANSPORT PTY LTD	Removal Of IBC Containers- WMF	\$ 2,640.00
EFT79075	24/03/2025	NETBALL WA	Contribution- Australian Sports Commission Play Well Grant	\$ 1,105.86
EFT78926	11/03/2025	NGALGUN CIVIL	Slashing- Frederick Street Drains	\$ 1,383.25
EFT79002	18/03/2025	NGALGUN CIVIL	Slashing Demco Dr & Clementson St	\$ 5,599.00
EFT78927	11/03/2025	NORTH WEST 4X4 (NORTH WEST MOTOR GROUP PTY LTD - BROOME TOYOTA)	Toyota Hilux- Shire Fleet RFQ 23-12	\$ 67,261.54
EFT79003	18/03/2025	NORTH WEST 4X4 (NORTH WEST MOTOR GROUP PTY LTD - BROOME TOYOTA)	Capped Price Service Shire Vehicle	\$ 290.00
EFT79134	28/03/2025	NORTH WEST 4X4 (NORTH WEST MOTOR GROUP PTY LTD - BROOME TOYOTA)	Capped Price Service Shire Vehicle	\$ 290.00
EFT79004	18/03/2025	NORTH WEST AUTO ELECTRICAL	Inspect Air Conditioning Fault- Depot	\$ 511.50
EFT78928	11/03/2025	NORTH WEST COAST SECURITY	Cash Collection- Shire Administration	\$ 66.00
EFT79076	24/03/2025	NORTH WEST COAST SECURITY	Cash Collection- BRAC	\$ 66.00
EFT79135	28/03/2025	NORTH WEST COAST SECURITY	Security- Various Shire Facilities RFT 22-06	\$ 7,867.22
EFT78831	04/03/2025	NORTH WEST TRIM & SHADE (RED HILL MOTOR TRIMMING)	Repair Damage To Kiosk Shade- BRAC	\$ 500.00
EFT78890	06/03/2025	NORTHWEST HYDRO SOLUTIONS PTY LTD (THINK WATER	Reticulation Controllers- P&G	\$ 5,260.37
EFT79077	24/03/2025	NORTHWEST HYDRO SOLUTIONS PTY LTD (THINK WATER	Reticulation Parts- Parks & Gardens	\$ 211.99
EFT79136	28/03/2025	NORTHWEST HYDRO SOLUTIONS PTY LTD (THINK WATER	Seal & Gasket For Pump- BRAC	\$ 1,261.41
EFT78891	06/03/2025	NORWEST PEST MANAGEMENT	Palm Beetle Treatment- Cable Beach	\$ 3,548.16
EFT79038	21/03/2025	NUNAN FAMILY HOLDINGS	Staff Rent- April 2025	\$ 2,042.26
EFT79137	28/03/2025	NUTRIEN AG SOLUTIONS	Herbicide- Parks & Gardens	\$ 480.74
EFT79078	24/03/2025	OASIS EATERY	Catering For Councillor Workshop- Governance	\$ 289.00
EFT78892	06/03/2025	OPTIC SECURITY GROUP- NORWEST	Town Beach CCTV Works- ICT	\$ 462.00
EFT79005	18/03/2025	OTIUM PLANNING GROUP PTY LTD	Business Case- RFQ BRAC Redevelopment	\$ 15,279.00
EFT78962	13/03/2025	PATHWEST LABORATORY MEDICINE WA	Drug & Alcohol Screen- People & Culture	\$ 49.50
EFT78832	04/03/2025	PEARL COAST DISTRIBUTORS	Kiosk Items- BRAC	\$ 794.23
EFT78963	13/03/2025	PEARL COAST DISTRIBUTORS	Kiosk Stock- BRAC	\$ 2,354.68
EFT79079	24/03/2025	PEARL COAST DISTRIBUTORS	Kiosk Stock- BRAC	\$ 6,848.45
EFT79138	28/03/2025	PERPETUAL SERVICES LIMITED	Escrow Agent Fees- Finance	\$ 5,338.52
EFT78823	04/03/2025	CR. P. TAYLOR	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75
EFT79039	21/03/2025	PETER WILLIAM RUL& & SARAH MAY LLOYD-MOSTYN	Staff Rent- April 2025	\$ 2,607.14
EFT79080	24/03/2025	PHILIP GRESLEY (ARCHITECT RAIA)	Design Review Panel- Planning & Building	\$ 562.50
EFT78824	04/03/2025	CR. P. MATSUMOTO	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75
EFT78893	06/03/2025	PILA GROUP PTY LTD	Goal Posts- Nipper Roe Oval	\$ 3,129.50
EFT79081	24/03/2025	PLANNING INSTITUTE AUSTRALIA	Planning Institute Membership- Panning & Building	\$ 1,620.00
EFT78964	13/03/2025	PRD BROOME	Quarterly Admin Levy- Strata	\$ 4,294.86

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT79040	21/03/2025	PRD BROOME	Staff Rent- April 2025	\$ 3,258.93
EFT78894	06/03/2025	PRINTING IDEAS	Booklet Printing- McMahon Estate & Sanctuary Village	\$ 268.40
EFT79006	18/03/2025	PRINTING IDEAS	Truck Signage- Depot	\$ 519.20
EFT79139	28/03/2025	PRINTING IDEAS	Printing Shire Values- Infrastructure	\$ 1,076.90
EFT78929	11/03/2025	QUEEN TIDE CREATIVE	Chinatown Easter Egg Trails 2025- Photography	\$ 1,347.50
EFT79041	21/03/2025	RAY WHITE BROOME (STAFF RENTAL PAYMENTS)	Staff Rent- April 2025	\$ 5,322.92
EFT78930	11/03/2025	RED DIRT AUTO ELECTRICAL PTY LTD	Emergency Stop Switch- Depot	\$ 72.00
EFT79007	18/03/2025	RED DIRT AUTO ELECTRICAL PTY LTD	Battery Maintenance- Depot	\$ 619.50
EFT79140	28/03/2025	RED DIRT AUTO ELECTRICAL PTY LTD	Vehicle Tail light- Depot	\$ 623.40
EFT79082	24/03/2025	RM SURVEYS PTY LTD	Survey Services- Demarchi Road	\$ 6,011.50
EFT79083	24/03/2025	ROADLINE CIVIL CONTRACTORS	Tipper Hire- McGuigan Road Works	\$ 5,921.78
EFT79084	24/03/2025	ROEBUCK BAY HOTEL	Beverages for Council Chambers- Governance	\$ 285.58
EFT79141	28/03/2025	ROPS ENGINEERING AUSTRALIA PTY LTD	Hydraulic Filter- Depot	\$ 173.69
EFT78965	13/03/2025	ROYAL LIFE SAVING SOCIETY - WA	Bronze Medallion Requalification- BRAC	\$ 193.05
EFT79008	18/03/2025	ROYAL LIFE SAVING SOCIETY - WA	Bronze Medallion Administration Fee- BRAC	\$ 85.80
EFT78825	04/03/2025	CR. S. COOPER	Monthly Councillor Sitting Fee & Allowances	\$ 2,394.75
EFT79009	18/03/2025	SEAT ADVISOR PTY LTD	Ticket Sales- Civic Centre	\$ 186.40
EFT79010	18/03/2025	SECUREPAY PTY LTD	Security Web Payments- Civic Centre	\$ 4.24
EFT78972	14/03/2025	SHIRE OF BROOME	January BSL 2025	\$ 65.00
EFT79011	18/03/2025	SHIRE OF WYNDHAM EAST KIMBERLEY	Kimberley Regional Group Contribution 2024/25	\$ 49,500.00
EFT78966	13/03/2025	SIX SEASONS RE	Rent & Bond Payment- Staff Rent	\$ 4,460.00
EFT79042	21/03/2025	SIX SEASONS RE	Staff Rent- April 2025	\$ 3,041.67
EFT78931	11/03/2025	SOURCE BUSINESS PARTNERS PTY LTD (KELLI SMALL)	Annual Budget Preparation- Finance	\$ 10,450.00
EFT79012	18/03/2025	SOUTHERN CROSS AUSTERO (SCA)	Radio Advertising- Fight The Bite	\$ 6,219.40
EFT78908	07/03/2025	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 3,040.16
EFT79030	21/03/2025	SPA SALARY PACKAGING AUSTRALIA	Payroll Deductions/Contributions	\$ 3,040.16
EFT79085	24/03/2025	SPIRITED THINKING PTY LTD	Raked Seating & Aerial Rigging- Community Development	\$ 4,235.00
EFT79013	18/03/2025	SPOTLIGHT CINEMA ADVERTISING	Video Advertising- Marketing	\$ 11,275.00
EFT78932	11/03/2025	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Training- People & Culture	\$ 144.00
EFT79014	18/03/2025	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Kits- People & Culture	\$ 38.49
EFT78895	06/03/2025	STATE LIBRARY OF WA	Sierra System Recoup- ICT	\$ 11,592.61
EFT79043	21/03/2025	STELLA LUMINOSA HOLDINGS PTY LTD	Staff Rent- April 2025	\$ 7,821.43
EFT79044	21/03/2025	STEPHEN MORGAN & DEBORAH ELAINE BURR	Staff Rent- April 2025	\$ 2,607.14
EFT79015	18/03/2025	S. LEDGERWOOD	Crossover Subsidy- Lapwing Loop	\$ 1,000.00
EFT78933	11/03/2025	STREETER & MALE PTY MITRE 10	Karcher Sweeper - Depot	\$ 1,703.90

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT78967	13/03/2025	STREETER & MALE PTY MITRE 10	Newspapers- Library	\$ 92.80
EFT79142	28/03/2025	STREETER & MALE PTY MITRE 10	Ute Tool Box- Depot	\$ 679.05
EFT78934	11/03/2025	SUNNY SIGN COMPANY PTY LTD	Warning Signs- Parks & Gardens	\$ 4,874.32
EFT79143	28/03/2025	TASK EXCHANGE PTY LIMITED	Custom User Training- Shire Administration	\$ 979.00
EFT79016	18/03/2025	TELSTRA LIMITED	Service & Equipment Rental- ICT	\$ 148.17
EFT79086	24/03/2025	TENNIS WEST	Flights Contribution- Sporting Association Representations	\$ 1,804.00
EFT79087	24/03/2025	THE GREEN FAIRY CRAFT & ENTERTAINMENT	Glitter Tattoo- Monster Ball Event	\$ 450.00
EFT78959	13/03/2025	THE TRUSTEE FOR HUGHES FAMILY TRUST (LHM FABRICATION	Fence Demolition- Magurr Park P30044737	\$ 38,720.00
EFT79088	24/03/2025	THE TRUSTEE FOR THE TINDAL FAMILY TRUST (HIMAC GROUP)	Slasher & Blade- Infrastructure	\$ 13,473.90
EFT79017	18/03/2025	THE YOUTH IMPACT FOUNDATION LTD	Youth Forum 2025 Facilitation	\$ 6,600.00
EFT78968	13/03/2025	TNT AUSTRALIA PTY LTD	Freight- Environmental Health	\$ 188.18
EFT79089	24/03/2025	TNT AUSTRALIA PTY LTD	Freight- Health	\$ 648.65
EFT79144	28/03/2025	TNT AUSTRALIA PTY LTD	Freight- Environmental Health	\$ 362.73
EFT78896	06/03/2025	TOTAL VENTILATION HYGENE (AVERY AIRCONDITIONING)	Air Conditioning Maintenance- Kimberley Regional Office	\$ 1,177.00
EFT79018	18/03/2025	TOTAL VENTILATION HYGENE (AVERY AIRCONDITIONING)	Air Conditioning Repairs- Civic Centre	\$ 528.00
EFT79145	28/03/2025	TOTAL VENTILATION HYGENE (AVERY AIRCONDITIONING)	Air Conditioning Maintenance- Various Shire Facilities RFT21-13	\$ 5,405.94
EFT79146	28/03/2025	TOTALLY WORKWEAR	Embroidery For Library Bags- Library	\$ 9.90
EFT79019	18/03/2025	TOURISM NORTH WEST (AUSTRALIA'S NORTH WEST TOURISM)	Sponsorship- Tourism Administration Policy	\$ 5,500.00
EFT78897	06/03/2025	VENDETTA FILMS LTD	Movie Download For Screening	\$ 75.00
EFT79020	18/03/2025	VOCUS COMMUNICATIONS	Monthly Phone Charges- ICT	\$ 1,006.56
EFT78935	11/03/2025	WA CONTRACT RANGER SERVICES PTY LTD	Relief Ranger- Ranger Services	\$ 10,945.00
EFT79090	24/03/2025	WA CONTRACT RANGER SERVICES PTY LTD	Labour Hire- Ranger Services	\$ 7,920.00
EFT79091	24/03/2025	WATER CORPORATION	Water Usage- Staff Housing	\$ 16.02
EFT79092	24/03/2025	WATERTORQUE	Irrigation Tank- Male Oval RFQ24/27	\$ 27,690.48
EFT79147	28/03/2025	WEI SU	Group Fitness Program- BRAC	\$ 540.00
EFT78969	13/03/2025	WEST AUSTRALIAN NEWSPAPERS	Newspaper- Shire Administration	\$ 2,719.20
EFT78898	06/03/2025	WEST COAST ON HOLD (ON HOLD ONLINE)	Monthly On-Hold Messages- Communications	\$ 154.00
EFT78970	13/03/2025	WEST COAST ON HOLD (ON HOLD ONLINE)	On Hold Messages- Shire Administration	\$ 77.00
EFT78899	06/03/2025	WESTCOAST SITEFAB PTY LTD	Hand Rails- Kimberley Regional Offices	\$ 15,166.38
EFT78936	11/03/2025	WESTCOAST SITEFAB PTY LTD	Headwall Railing Anne Street- Infrastructure	\$ 4,598.00
EFT79021	18/03/2025	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (Local Government Delegate- Development Services	\$ 85.00
EFT78834	04/03/2025	WESTERN DIAGNOSTIC PATHOLOGY	Drug & Alcohol Screening- New Staff	\$ 499.73
EFT78937	11/03/2025	WESTERN DIAGNOSTIC PATHOLOGY	Drug & Alcohol Screening- People & Culture	\$ 664.13
EFT79022	18/03/2025	WN HOLDINGS PTY LTD	Rates Refund- A200669	\$ 5,142.61
EFT79093	24/03/2025	WOLFCOM AUSTRALIA PTY LTD	Body Cameras- Ranger Services	\$ 1,878.00
EFT78900	06/03/2025	XPANSE	VMware vSphere Enterprise Plus Licensing Conversion- ICT	\$ 51,120.30

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
EFT79148	28/03/2025	YOGAMON (MONIQUE ELLIS)	Group Fitness Instructor- BRAC	\$ 900.00
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$ 3,567,009.20

MUNICIPAL CHEQUES - MARCH 2025				
Cheque #	Date	Name	Description	Amount
MUNICIPAL CHEQUES TOTAL:				

TRUST CHEQUES - MARCH 2025				
Cheque #	Date	Name	Description	Amount
TRUST CHEQUES TOTAL:				\$ -

PAYROLL - MARCH 2025				
DD #	Date	Name	Description	Amount
DD	20/03/2025	Payroll	Payroll Fortnight Ending 18/03/2025	\$ 436,990.36
DD	06/03/2025	Payroll	Payroll Fortnight Ending 04/03/2025	\$ 400,443.50
PAYROLL TOTAL:				\$ 837,433.86

MUNICIPAL CREDIT CARD PAYMENTS - MARCH 2025				
EFT #	Date	Card	Description	Amount
EFT79198	18/03/2025	Asset & Building Coordinator	PAYMENT	\$ 1,409.73
X0000000000000006166	19/02/2025	BUNNINGS	Door Handle- Depot Office	\$ 17.00
X0000000000000006201	05/03/2025	WAGNER INVESTMENTS PTY LTD	Aluminium End Caps- Town Beach Jetty	\$ 1,392.73
EFT79199	18/03/2025	BRAC Facility Liaison Officer	PAYMENT	\$ 14.40
X0000000000000006117	17/02/2025	WOOLWORTHS	Kiosk Stock - Milk & Tea	\$ 14.40
EFT79200	18/03/2025	BRAC Operations Supervisor	PAYMENT	\$ 362.43
X0000000000000006173	25/02/2025	INTERNATIONAL TRANSACTION FEE	International Transaction Fee	\$ 6.21
X0000000000000006180	25/02/2025	ZOOMSHIFT	Online Roster Platform BRAC/Civic Centre	\$ 248.34
X0000000000000006282	07/03/2025	BUNNINGS	Non Slip Mat Kiosk BRAC	\$ 100.00
X0000000000000006283	13/03/2025	BUNNINGS	Fixings- Town Beach Water Park	\$ 7.88
EFT79201	18/03/2025	Chief Executive Officer	PAYMENT	\$ 393.72

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
X0000000000000006132	15/02/2025	CADDY CABBY	Travel - Canberra	\$ 100.00
X0000000000000006134	18/02/2025	COLES EXPRESS	Fuel Expense- CEO	\$ 293.72
EFT79202	18/03/2025	Civic Centre Coordinator	PAYMENT	\$ 1,571.05
X0000000000000006145	13/02/2025	COLES	Stock- Civic Centre Kiosk	\$ 339.40
X0000000000000006148	15/02/2025	SPOTIFY	Music Streaming Service	\$ 13.99
X0000000000000006146	16/02/2025	FACEBOOK	Social Media Advertising & Promo	\$ 57.75
X0000000000000006144	17/02/2025	HOST CATERING SUPPLIES	Bar Equipment	\$ 140.12
X0000000000000006143	20/02/2025	COLES	Soft Drink Kiosk Stock	\$ 45.60
X0000000000000006147	20/02/2025	SHOP FOR SHOPS PTY LTD	Clothes Racks	\$ 545.50
X0000000000000006266	22/02/2025	AMAZON PRIME VIDEO	Pride Movie for Seniors	\$ 14.99
X0000000000000006270	22/02/2025	COLES	Tea & Coffee	\$ 12.50
X0000000000000006199	22/02/2025	BIGW ONLINE	Digital Scales	\$ 42.95
X0000000000000006198	23/02/2025	HARVEY NORMAN	Blue Tooth Adaptor	\$ 64.00
X0000000000000006269	27/02/2025	CANVA	Marketing Software	\$ 164.99
X0000000000000006200	27/02/2025	KMART	Lamp, Iron, & Bin	\$ 90.00
X0000000000000006268	10/03/2025	COLES	Tea & Coffee	\$ 18.62
X0000000000000006267	11/03/2025	COLES	Milk	\$ 6.65
X0000000000000006297	15/03/2025	SPOTIFY	Music Streaming	\$ 13.99
EFT79203	18/03/2025	Civil Operations Supervisor	PAYMENT	\$ 938.19
X0000000000000006202	24/02/2025	BUNNINGS	Paint Brush- Bus Shelter Maintenance	\$ 45.15
X0000000000000006203	04/03/2025	BUNNINGS	Items- Bus Shelter Maintenance	\$ 62.07
X0000000000000006206	05/03/2025	NWH Solution Pty Ltd	Parts- Standpipe	\$ 352.73
X0000000000000006246	07/03/2025	BROOME BOLT SUPPLIES	Drill Bits- Sign Maintenance	\$ 115.39
X0000000000000006247	07/03/2025	BROOME BOLT SUPPLIES	Drill Bits- Sign Maintenance	\$ 72.49
X0000000000000006248	11/03/2025	COLES	Catering- Overnight Road Inspection 80mile Beach Rd	\$ 25.43
X0000000000000006273	11/03/2025	S&FIRE ROADHOUSE	Diesel- Work UTE 80mile Beach Road Inspection	\$ 99.18
X0000000000000006295	12/03/2025	S&FIRE ROADHOUSE	Diesel- Port Smith Road Inspection	\$ 65.80
X0000000000000006274	13/03/2025	BUNNINGS	Padlock	\$ 20.00
X0000000000000006296	13/03/2025	HARVEY NORMAN	SD Card Reader- Dashcam/ Job Inspections	\$ 79.95
EFT79204	18/03/2025	Director Corporate Services	PAYMENT	\$ 684.44
X0000000000000006294	09/03/2025	MICROSOFT	Microsoft Azure License- Storage Network Security	\$ 684.44
EFT79205	18/03/2025	Executive Support Officer- Development Services	PAYMENT	\$ 625.32
X0000000000000006189	25/02/2025	BROOME WHALE WATCHING	Public Engagement Gift Voucher- Planning	\$ 152.45
X0000000000000006190	25/02/2025	COLES	Catering- Council Workshops	\$ 4.65
X0000000000000006217	07/03/2025	QANTAS AIRWAYS LIMITED	Flight Broome - Perth Conference Swimming Pool Technical Officer	\$ 370.39
X0000000000000006218	07/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel- Swimming Pool Technical Officer	\$ 5.96
X0000000000000006264	10/03/2025	COLES	Receipt- Catering Public Consultation	\$ 40.55
X0000000000000006265	12/03/2025	COLES	Catering- State of Environment Consultation	\$ 51.32
EFT79206	18/03/2025	Executive Support Officer- Infrastructure	PAYMENT	\$ 7,220.72
X0000000000000006122	12/02/2025	VIRGIN AUSTRALIA	CTM Travel Flights- Land Tenure Officer	\$ 308.50

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
X0000000000000006194	15/02/2025	MECURE PERTH	Accommodation- Cr. Matsumoto	\$ 187.59
X0000000000000006120	18/02/2025	CORPORATE TRAVEL MANAGER	CTM Travel Flights Darwin- Manager Planning & Building	\$ 792.53
X0000000000000006121	18/02/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Manager Planning & Building	\$ 5.96
X0000000000000006178	24/02/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Finance Manager	\$ 5.96
X0000000000000006195	25/02/2025	MECURE PERTH	Refund Accommodation- Cr Matsumoto	-\$ 187.59
X0000000000000006175	26/02/2025	QANTAS AIRWAYS LIMITED	CTM Travel Flight- Cr. Mitchell	\$ 740.78
X0000000000000006176	26/02/2025	CORPORATE TRAVEL MANAGER	CTM Travel Service Fee- Cr. Mitchell	\$ 5.96
X0000000000000006196	27/02/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Cr. Mitchell	\$ 5.96
X0000000000000006197	28/02/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Library Visitor	\$ 5.96
X0000000000000006235	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Director of Development & Community	\$ 368.00
X0000000000000006236	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Director of Development & Community	\$ 12.05
X0000000000000006237	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Director of Development & Community	\$ 4.97
X0000000000000006238	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Cr. Mitchell	\$ 1,047.00
X0000000000000006239	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Mitchell	\$ 12.05
X0000000000000006240	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Mitchell	\$ 14.14
X0000000000000006241	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- CEO	\$ 905.00
X0000000000000006242	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- CEO	\$ 12.21
X0000000000000006243	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- CEO	\$ 12.05
X0000000000000006223	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Cr. Mitchell	\$ 424.00
X0000000000000006224	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Mitchell	\$ 5.72
X0000000000000006225	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Mitchell	\$ 12.05
X0000000000000006226	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Cr. Mitchell	\$ 405.50
X0000000000000006227	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Mitchell	\$ 12.05
X0000000000000006228	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Mitchell	\$ 5.48
X0000000000000006229	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Cr. Matsumoto	\$ 185.00
X0000000000000006230	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Matsumoto	\$ 12.05
X0000000000000006231	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Cr. Matsumoto	\$ 2.50
X0000000000000006232	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Travel Accommodation- Gardener Operator	\$ 1,074.00
X0000000000000006233	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Gardener Operator	\$ 12.05
X0000000000000006234	10/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Gardener Operator	\$ 14.50
X0000000000000006304	14/03/2025	DEPARTMENT OF WATER & ENVIRONMENTAL REGULATION	Clearing Permit Fee- Special Projects	\$ 50.00
X0000000000000006312	17/03/2025	QANTAS AIRWAYS LIMITED	CTM Travel Flight- Library Coordinator	\$ 740.78
X0000000000000006313	17/03/2025	CORPORATE TRAVEL MANAGER	CTM Service Fee- Library Coordinator	\$ 5.96
EFT79207	18/03/2025	Fleet/Store Administrator	PAYMENT	\$ 2,997.14
X0000000000000006138	14/02/2025	CLARK POOLS & SPAS BROOME	Reinforced Rubber Strip	\$ 51.12
X0000000000000006139	17/02/2025	REPCO	Belt Grip	\$ 30.40
X0000000000000006140	17/02/2025	BROOME POST SHOP	Vehicles Parts Postage Parts Back to Sydney	\$ 14.45
X0000000000000006141	19/02/2025	KIMBERLEY TRAILER PARTS	Winch Handle	\$ 71.00
X0000000000000006209	24/02/2025	REPCO	Battery	\$ 225.00
X0000000000000006210	26/02/2025	HARVEY NORMAN	Micro SD Card	\$ 28.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
X0000000000000006211	04/03/2025	RED DIRT AUTO ELECTRICAL	Parts for Installation of Light Bar	\$ 92.80
X0000000000000006212	04/03/2025	OFFICE NATIONAL BROOME	Depot Office Supplies	\$ 44.30
X0000000000000006213	05/03/2025	AUTOPRO BROOME	Oil Filter Wrench	\$ 148.00
X0000000000000006214	05/03/2025	RED DIRT AUTO ELECTRICAL	Female Apex Terminal 2.8mm	\$ 24.70
X0000000000000006215	06/03/2025	KIMBERLEY TRAILER PARTS	Jockey Wheel Handle	\$ 19.00
X0000000000000006249	10/03/2025	RED DIRT AUTO ELECTRICAL	5 Ampere Fuse	\$ 8.25
X0000000000000006250	11/03/2025	J BLACKWOOD & SON P/L	Depot PPE	\$ 539.42
X0000000000000006251	11/03/2025	RED DIRT AUTO ELECTRICAL	50 Ampere Fuse	\$ 27.90
X0000000000000006253	11/03/2025	REPCO	1260mm Roof Bars & Legs Kit	\$ 317.01
X0000000000000006254	11/03/2025	GERALDINE NOMINEES PL	Spring Brake Chamber	\$ 80.84
X0000000000000006286	11/03/2025	BUNNINGS	Makita Radio- Depot Nursery	\$ 388.88
X0000000000000006255	12/03/2025	REPCO	Tow Hitch Step	\$ 103.00
X0000000000000006256	12/03/2025	NORTRUSS BUILDERS SUPPLIES	25x25x2mm Steel Tube	\$ 116.83
X0000000000000006260	12/03/2025	BROOME BOLT SUPPLIES	4-30mm Step Drill Bit Kit	\$ 119.13
X0000000000000006261	13/03/2025	CLARK POOLS & SPAS BROOME	3mm Rubber Matting	\$ 90.95
X0000000000000006262	13/03/2025	CLARK POOLS & SPAS BROOME	3mm Insertion Strip	\$ 21.81
X0000000000000006263	14/03/2025	J BLACKWOOD & SON P/L	Grease Gun	\$ 214.65
X0000000000000006305	14/03/2025	BUNNINGS	Hex Head Screws, Spray Paint	\$ 33.95
X0000000000000006306	14/03/2025	AUTOPRO BROOME	20t Bottle Jack	\$ 159.00
X0000000000000006311	17/03/2025	J BLACKWOOD & SON P/L	PVC Hose & Coupling	\$ 26.75
EFT79208	18/03/2025	Horticulture Supervisor	PAYMENT	\$ 69.91
X0000000000000006272	14/02/2025	BUNNINGS	Bags Rapid Set Concrete	\$ 20.98
X0000000000000006271	11/03/2025	BUNNINGS	Stakes & Chemicals- Shire Nursery	\$ 48.93
EFT79209	18/03/2025	Library Coordinator	PAYMENT	\$ 164.82
X0000000000000006193	26/02/2025	KMART	Headphones	\$ 41.70
X0000000000000006207	05/03/2025	AMAZON AU MARKETPLACE	Washable Seat Covers- Library Kitchen	\$ 48.79
X0000000000000006244	11/03/2025	TICKETEK	PLWA Participation- Library Coordinator	\$ 42.85
X0000000000000006245	11/03/2025	TICKETEK	PLWA Ticket Refund	-\$ 40.00
X0000000000000006284	11/03/2025	INFOCOUNCIL	Program Items- National Simultaneous Storytime	\$ 51.00
X0000000000000006285	13/03/2025	SANITY	DVD- The Library Collection	\$ 20.48
EFT79210	18/03/2025	Manager - Community Facilities	PAYMENT	\$ 151.24
X0000000000000006119	17/02/2025	CLARK POOLS & SPAS BROOME	Chemicals- Town Beach Waterpark	\$ 37.95
X0000000000000006118	18/02/2025	BUNNINGS	Chemicals- Town Beach Waterpark	\$ 38.29
X0000000000000006165	21/02/2025	STREETER & MALE HARDWARE	Sand Bags- Sports Equipment	\$ 49.90
X0000000000000006164	24/02/2025	WOOLWORTHS	Milk- BRAC Kiosk Stock	\$ 12.50
X0000000000000006179	24/02/2025	BP SHINJU BROOME	Water- BRAC Kiosk Stock	\$ 12.60
EFT79211	18/03/2025	Manager People & Culture	PAYMENT	\$ 1,252.78
X0000000000000006150	17/02/2025	SUBWAY BROOME	Catering- Staff Training	\$ 134.00
X0000000000000006151	17/02/2025	COLES	Catering- Staff Training	\$ 74.98
X0000000000000006152	18/02/2025	SUBWAY BROOME	Catering Cancellation- Staff Training	-\$ 134.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
X0000000000000006187	26/02/2025	WILLIECREEK PEARLS	Manager & Exec Team Building Morning Tea	\$ 420.00
X0000000000000006188	26/02/2025	CHI MAYI KITCHEN	Catering- Manager Executive Morning Tea	\$ 168.30
X0000000000000006275	11/03/2025	BROOME PHYSIO PTY LTD	Pre-Employment Medical New Employee	\$ 269.50
X0000000000000006293	13/03/2025	WESTERN DIAGNOSTIC PATHOLOGY	Drug & Alcohol Screen	\$ 320.00
EFT79212	18/03/2025	Manager Information Services	PAYMENT	\$ 148.00
X0000000000000006142	18/02/2025	HARVEY NORMAN	CEO Office- Wireless Mouse & Keyboard	\$ 148.00
X0000000000000006259	12/03/2025	ALIEXPRESS	Card Used In Error- Payment	\$ 26.13
X0000000000000006427	14/03/2025	REFUND	Card Used In Error - Refund	-\$ 26.13
EFT79213	18/03/2025	Marketing & Communications Officer	PAYMENT	\$ 733.95
X0000000000000006276	28/02/2025	CAMPAIGN MONITOR	Campaign Monitor	\$ 419.10
X0000000000000006277	04/03/2025	CANVA	Canva Subscription	\$ 20.99
X0000000000000006278	13/03/2025	NEWS PTY LIMITED	The Australian Subscription	\$ 32.00
X0000000000000006315	15/03/2025	KIMBERLEY BOOKSHOP	Kimberley Bookshop- Corporate Gifts	\$ 261.86
EFT79214	18/03/2025	Parks Coordinator	PAYMENT	\$ 101.32
X0000000000000006314	19/02/2025	KIMBERLEY PORTS AUTHORITY	Jetty Induction Pass	\$ 101.32
EFT79215	18/03/2025	Parks & Gardens Supervisor	PAYMENT	\$ 432.32
X0000000000000006125	18/02/2025	NORTHERN RURAL SUPPLIES	Insecticide- Town Beach	\$ 93.32
X0000000000000006124	19/02/2025	PADDLE.NET	Weather App Subscription Renewal	\$ 34.54
X0000000000000006183	25/02/2025	EBAY	Water Drums- Weed Spraying	\$ 175.60
X0000000000000006279	06/03/2025	BROOME BOLT SUPPLIES	Shackles- Shade Sail Install	\$ 48.40
X0000000000000006280	06/03/2025	BROOME BOLT SUPPLIES	Shackles- Shade Sail Install	\$ 60.50
X0000000000000006208	06/03/2025	BUNNINGS	Pillars- Shade Sail Install	\$ 19.96
EFT79216	18/03/2025	Place Activation & Engagement Coordinator	PAYMENT	\$ 511.60
X0000000000000006159	20/02/2025	CHI MAYI KITCHEN	Catering Local Government- Taji Visit	\$ 480.00
X0000000000000006185	21/02/2025	LANDGATE	Certificate of Title- BRAC Charges Landgate	\$ 31.60
EFT79217	18/03/2025	Place Activation & Engagement Officer	PAYMENT	\$ 1,155.29
X0000000000000006287	19/02/2025	OFFICE NATIONAL BROOME	Youth Forum Stationery	\$ 750.65
X0000000000000006288	21/02/2025	BUNNINGS	Youth Forum Chill Zone Chairs	\$ 181.99
X0000000000000006289	21/02/2025	L& OF PHARAOHS	Halal Meal- Youth Forum	\$ 20.00
X0000000000000006290	21/02/2025	KMART	Youth Forum Chill Zone Picnic Rugs	\$ 109.00
X0000000000000006291	21/02/2025	COLES	Incidentals- Youth Forum	\$ 80.90
X0000000000000006292	23/02/2025	WOOLWORTHS	Incidentals- Youth Forum	\$ 12.75
EFT79218	18/03/2025	Property Maintenance Officer	PAYMENT	\$ 673.98
X0000000000000006111	17/02/2025	CARPET PAINT & TILE	Civic Centre- Stage Repairs	\$ 64.00
X0000000000000006112	17/02/2025	STREETER & MALE HARDWARE	Civic Centre- Stage Repairs	\$ 39.45

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
X0000000000000006161	19/02/2025	BUNNINGS	BRAC Netball Court Tools	\$ 106.85
X0000000000000006162	20/02/2025	BUNNINGS	Shire Housing- Maintenance Materials	\$ 117.15
X0000000000000006350	21/02/2025	BUNNINGS	Shire Housing- Toilet Repairs	\$ 49.40
X0000000000000006163	21/02/2025	HARVEY NORMAN	Library- Carpet Cleaner	\$ 269.00
X0000000000000006351	24/02/2025	BUNNINGS	Storage Container	\$ 10.24
X0000000000000006352	25/02/2025	BUNNINGS	Patching- Administration Building	\$ 17.89
EFT79219	18/03/2025	Administration Officer Environmental Health	PAYMENT	\$ 54.55
X0000000000000006436	17/02/2025	OFFICE NATIONAL BROOME	Cork Board	\$ 54.55
EFT79220	18/03/2025	Senior Administration & Governance Officer	PAYMENT	\$ 1,760.00
X0000000000000006167	13/02/2025	WEL CORPORATION	Linkin SMS Credits	\$ 240.00
X0000000000000006174	18/02/2025	GOVERNANCE INSTITUTE OF AUSTRALIA	Governance Study Courses	\$ 1,520.00
EFT79221	18/03/2025	Senior Customer Service Officer	PAYMENT	\$ 896.35
X0000000000000006135	17/02/2025	WOOLWORTHS	Milk- Administration Building	\$ 20.95
X0000000000000006181	24/02/2025	DEPARTMENT OF TRANSPORT	Shire of Broome Number Plates	\$ 200.00
X0000000000000006182	25/02/2025	WOOLWORTHS	Catering Council	\$ 80.38
X0000000000000006204	04/03/2025	DEPARTMENT OF TRANSPORT	Shire of Broome Number Plates	\$ 200.00
X0000000000000006205	06/03/2025	WOOLWORTHS	Catering- CEO60	\$ 164.67
X0000000000000006257	11/03/2025	OFFICE NATIONAL BROOME	Stationery- Administration Office	\$ 132.95
X0000000000000006258	11/03/2025	COLES	Catering- Councillors	\$ 25.25
X0000000000000006302	14/03/2025	OFFICE NATIONAL BROOME	Stationery- Administration Office	\$ 72.15
EFT79222	18/03/2025	Senior Property & Leasing Officer	PAYMENT	\$ 112.00
X0000000000000006177	17/02/2025	KMART	Hanging Cubes -Shire Housing	\$ 97.00
X0000000000000006192	28/02/2025	NORTH WEST LOCKSMITH	Key Cutting- Kimberley Regional Offices	\$ 15.00
EFT79223	18/03/2025	Sport & Recreation Facility Coordinator	PAYMENT	\$ 1,570.63
X0000000000000006170	20/02/2025	WOOLWORTHS	Milk, Tea Bags & Sugar - BRAC Kiosk	\$ 34.30
X0000000000000006171	20/02/2025	OFFICE NATIONAL BROOME	Rubber Bands	\$ 13.85
X0000000000000006219	27/02/2025	WOOLWORTHS	Zooper Doopers- Kiosk Stock	\$ 28.80
X0000000000000006221	04/03/2025	BUNNINGS	Clips- Pool Pole Attachments	\$ 24.00
X0000000000000006220	05/03/2025	OFFICE NATIONAL BROOME	Magnetic Tape	\$ 35.60
X0000000000000006222	06/03/2025	WOOLWORTHS	Various Items- BRAC Kiosk Stock	\$ 348.35
X0000000000000006333	10/03/2025	WOOLWORTHS	Milk- BRAC Kiosk	\$ 6.00
X0000000000000006334	11/03/2025	CLARK POOLS & SPAS BROOME	Rubber Slip-Resistant Mat- Lifeguard Station	\$ 639.60
X0000000000000006335	11/03/2025	BROOME PLUMBING & GAS	Rubber Insulation Water Pipes- Town Beach Water Park	\$ 20.88
X0000000000000006336	14/03/2025	WOOLWORTHS	Milk- BRAC Kiosk	\$ 9.25
X0000000000000006337	14/03/2025	TYREPOWER BROOME	Tyre- BRAC Ute	\$ 410.00
EFT79224	18/03/2025	Waste Education Officer	PAYMENT	\$ 563.00

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				
X00000000000000006133	20/02/2025	SHOP FOR SHOPS PTY LTD	Foldable Clothing Racks- Workshop	\$ 499.00
X00000000000000006281	12/03/2025	HARVEY NORMAN	Electric Frypan- Beeswax Food Wraps Workshop	\$ 64.00
EFT79225	18/03/2025	Waste Supervisor	PAYMENT	\$ 322.33
X00000000000000006184	28/02/2025	J BLACKWOOD & SON P/L	Waste Facilities PPE	\$ 262.33
X00000000000000006298	11/03/2025	REPCO	Tyre Pressure Gauge	\$ 60.00
EFT79226	18/03/2025	Work Health, Safety & Wellbeing Officer	PAYMENT	\$ 276.95
X00000000000000006186	27/02/2025	BREATHALYSER SALES	Breathalyser Calibration	\$ 121.00
X00000000000000006216	05/03/2025	BROOME POST SHOP	Reward & Recognition Gift	\$ 155.95
MUNICIPAL CREDIT CARD TOTAL:				\$ 27,168.16

MUNICIPAL DIRECT DEBIT - MARCH 2025				
DD #	Date	Name	Description	Amount
	07/03/2025	FORMS EXPRESS PTY LTD	Payment Gateway Fees- Rates	\$ 1,294.16
DD34248.1	10/03/2025	SUPER EMPLOYEE PAYMENT DEFINITIV	Super Fortnight Ending 10.03.25	\$ 97,239.02
DD34250.1	14/03/2025	COCA COLA AMATIL (HOLDINGS) LTD	BRAC Kiosk Supplies	\$ 381.94
DD34274.1	18/03/2025	SUPER EMPLOYEE PAYMENT DEFINITIV	Super Fortnight Ending 18.03.25	\$ 104,796.69
DD34282.1	21/03/2025	COCA COLA AMATIL (HOLDINGS) LTD	BRAC Kiosk Supplies	\$ 1,805.18
DD34282.2	28/03/2025	COCA COLA AMATIL (HOLDINGS) LTD	BRAC Kiosk Supplies	\$ 1,751.34
DD34292.1	31/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 275.94
DD34292.10	17/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 8,811.12
DD34292.2	14/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 6,621.57
DD34292.3	13/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 12,693.55
DD34292.4	12/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 8,061.69
DD34292.5	28/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 300.06
DD34292.6	11/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 18,474.85
DD34292.7	26/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 244.53
DD34292.8	10/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 1,202.76
DD34292.9	07/03/2025	WATER CORPORATION	Water Use & Service Charge	\$ 2,885.47
MUNICIPAL DIRECT DEBIT TOTAL:				\$ 266,839.87

PAYMENTS BY EFT, CHEQUE, PAYROLL, TRUST, CREDIT CARDS & DIRECT DEBITS - MARCH 2025				
PAYMENT #	Date	Name	Description	Amount
MUNICIPAL & TRUST ELECTRONIC TRANSFERS - MARCH 2025				

MUNICIPAL ELECTRONIC TRANSFER TOTAL \$ 3,567,009.20

MUNICIPAL CHEQUES TOTAL \$ -

PAYROLL TOTAL \$ 837,433.86

TRUST CHEQUE TOTAL \$ -

MUNICIPAL CREDIT CARD TOTAL \$ 27,168.16

MUNICIPAL DIRECT DEBIT TOTAL \$ 266,839.87

TOTAL PAYMENTS January 2025 \$ 4,698,451.09

Key for Delegation of Authority:

CEO- Chief Executive Officer
DCS- Director Corporate Services
MFS- Manager Financial Services

Local Government (Financial Management) Regulations 13 & 13A.

Each payment must show on a list the payees name, the amount of the payment, the date of the payment & sufficient information to identify the transaction.

This report incorporates the Delegation of Authority Local Government (Administration) Regulations 19.

9.4.7 MONTHLY FINANCIAL REPORT MARCH - 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Accountant
CONTRIBUTOR/S:	Manager Financial Services
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is required under Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* (FMR) to consider and receive the Monthly Financial Report for the period ended 31 March 2025.

BACKGROUND

Council is provided with the Monthly Financial Report, which has been prepared in line with statutory reporting obligations and includes the:

- Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the FMR);
- Statement of Financial Position (satisfying Regulation 35 of the FMR);
- Basis of Preparation;
- Statement of Financial Activity Information - the adjustments to the Statement of Financial Activity and Net Current Assets Position which agree to the surplus/deficit position (satisfying Regulation 32 of the FMR); and
- Explanation of material variances to year-to-date budget (satisfying Regulation 34 of the FMR).

Supplementary information has been provided per Regulation 34(2) of the FMR to provide Council with a holistic overview of the operations of the Shire of Broome. The Supplementary Information notes include:

- Cash and financial assets;
- Reserve accounts;
- Capital acquisitions – summarised by asset class, detailed to project, plant disposals;
- Aged payables;
- Borrowings;
- Grants – detailed listing of operating grants, capital grants and contributions; and
- Detailed list of Council adopted Budget amendments – by nature classification.

COMMENT

The March 2025 Monthly Financial Report provides an overview of operating and capital project progress. Below are the key indicators of the 2024/25 year-to-date budget position:

Budget Year Elapsed	75%
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Total Rates levied	100%
Total Operating Revenue (excluding Rates and Profit on asset disposals)	91%
Total Operating Expenditure (excluding Loss on asset disposals)	65%
Total Capital Revenue	4%
Total Capital Expenditure	24%

For activity categories where progress notably differs from the 75% budget year elapsed, high-level explanations for the variances are provided:

Operating Revenue

Grants Subsidies and Contributions

\$461,302 less than estimated YTD income (38.22% variance). \$350,000 of funding was budgeted in respect of the Cable Beach Water Park Detailed Design Project however has not been received. Similarly, \$98,000 of funding for the Broome Housing Affordability Strategy Project has not yet been received. These receipts are expected in the coming months. Temporary variance.

Interest Revenue

\$441,441 greater than estimated YTD income (34.61% variance). Strong term deposit interest rates have resulted in a higher investment yield than forecast, primarily related to reserve account funds. Permanent variance.

Other Revenue

\$425,759 greater than estimated YTD income (38.69% variance). A reimbursement of \$137,000 was received for a 2023/24 insurance claim, and \$200,000 in additional scrap metal disposal fees were collected. Permanent variance with adjustments proposed in Quarter 3 Finance and Costing Review.

Operating Expenditure

Materials and Contracts

\$4,645,578 less than estimated YTD expenditure (36.92% variance). \$1.2m has been budgeted for BRAC site remediation and asset rehabilitation works which have not yet commenced. Waste facility contracted recycling services and kerbside collections are \$690,000 under YTD budget however this is a timing issue. Expenditure for Parks and Ovals is currently \$287,000 below budget. Parks and Ovals accounts were reviewed in detail as part of the Quarter 3 Finance and Costing Review. Temporary variance.

Utility Charges

\$338,657 less than estimated YTD expenditure (17.91% variance). Maintenance of Parks and Ovals is currently \$114,000 under budget. Staff housing utility expense is running \$60,000 under budget due to vacancies in key roles and the new Staff Housing being due to open in the coming months. Timing of invoices for street lighting charges has resulted in a budget variance of \$59,000. Temporary variance.

Finance Costs

\$72,076 less than estimated YTD expenditure (34.00% variance). \$89,000 was budgeted for interest on loans for the Key Worker Housing Project and Cable Beach Stage 1. These loans are expected to be drawn down in the coming months. Permanent variance with adjustment proposed in Quarter 3 Finance and Costing Review.

Capital Revenue

Proceeds from capital grants, subsidies and contributions

\$5,752,863 less than estimated YTD revenue (73.68% variance). There is a timing difference between the budget phasing and the receipt of grant funding for the Cable Beach redevelopment, which is funded through various sources, carrying an impact of \$6m. However, \$352,000 from the Regional Road Group was received earlier than budgeted. Temporary variance.

Proceeds from disposal of assets

\$322,695 less than estimated YTD revenue (100.00% variance). Periodic renewal of Mobile Plant and Equipment is behind schedule. It is expected that replacement vehicles and equipment will be put into service in the coming months. Temporary variance.

Capital Expenditure

Payments for property, plant and equipment

\$2,241,934 less than estimated YTD expenditure (42.72% variance). The Key Worker Housing project tender was awarded in July, and expenditure has commenced. The project is on track to meet the budget, with the current variance of \$1.48m being due to timing. Periodic renewal of Mobile Plant and Equipment is behind schedule causing a timing difference of \$734,000. A detailed capital expenditure schedule can be found at Supplementary Note 5 within the Financial Report. Temporary variance.

Payments for construction of infrastructure

\$887,131 more than estimated YTD expenditure (7.25% variance). Whilst not a material variance it is noted that Infrastructure works are running at \$878,000 above budget due to timing of invoices received from major contractors in the Cable Beach Redevelopment project. A detailed capital expenditure schedule can be found at Supplementary Note 5 within the Financial Report. Temporary variance.

Variances identified in the attached report are classified as either timing or permanent variances. For permanent variances, adjustments will be proposed during quarterly budget reviews to ensure the budget aligns with projected outcomes. For further details on major variances by activity (Actual vs. Budget), refer to Note 3 in the Monthly Financial Report. For a full list of budget adjustments approved by Council in 2024/25, refer to Note 9 in the Monthly Financial Report.

Budget Amendments (Absolute Majority Required)

Sporting Chance Amendment

At the Ordinary Meeting of Council held on 12 December 2024, Council resolved to *Decline the third payment of \$45,000 from the Department of Local Government, Sport and Cultural Industries for the 'A Sporting Chance' Program due to the inability to secure the required matched funding.*

Since that time, the Department — now known as the Department of Creative Industries, Tourism and Sport from 1 July 2025 — has revised the grant conditions for the third year of funding.

The amended terms allow the funding to be used solely for the delivery of school holiday activities targeting at-risk youth.

No matched funding is required under the revised arrangement.

The \$45,000 would be used to partner with local youth agencies, including the PCYC, Broome Youth and Families Hub, and the Western Australian Police, to provide engaging and safe holiday programs. This initiative aligns with key actions identified in both the Shire's Community Safety Plan and Youth Plan.

To facilitate the receipt and use of this funding, it is proposed that Operational Expenditure Account 113674590 and Operational Income Account 113673010 be increased by \$45,000 respectively

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

- 34(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for the previous month (the "relevant month") in the following detail:
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the relevant month; and
 - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
- 34(1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).
- 34(1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.
- 34(2) Each statement of financial activity is to be accompanied by documents containing-
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- 34(3) The information in a statement of financial activity may be shown according to nature classification.
- 34(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

- 34(5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*
- 35(1) *A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —*
- (a) the financial position of the local government as at the last day of the previous financial year; or*
 - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.*
- 35(2) *A statement of financial position must be —*
- (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and*
 - (b) recorded in the minutes of the meeting at which it is presented.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The attached financial statements summarise the transactions for the 2024/25 financial year. The closing position as of 30 June 2025 may change due to year-end accruals and non-cash adjustments. The final closing position and statements will be provided in the audited annual financial report.

All budget amendments must be approved by an absolute majority of Council.

RISK

The Monthly Financial Report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

In order to mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer (CEO) has implemented internal control measures such as regular Council and management reporting and the quarterly Finance and Costing Review (FACR) process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$5,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996* Regulation 5, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly and monthly checks to ensure that the integrity of the data provided is reasonably assured.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.**Outcome 11 - Effective leadership, advocacy and governance**

Objective 11.2 Deliver best practice governance and risk management.

Outcome 12 - A well informed and engaged community

Objective 12.1 Provide the community with relevant, timely information and effective engagement.

Outcome 13 - Value for money from rates and long term financial sustainability

Objective 13.1 Plan effectively for short- and long-term financial sustainability

Objective 13.2 Improve real and perceived value for money from rates.

Outcome 14 - Excellence in organisational performance and service delivery

Objective 14.3 Monitor and continuously improve performance levels.

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

- 1. Adopts the Monthly Financial Activity Statement Report for the period ended 31 March 2025 as attached; and*
- 2. Approves an increase of \$45,000 to account 1 13673010 A Sporting Chance Grants – Op Inc – Economic Services Special Projects to recognise the variation in scope of Year 3 of the Sporting Chance program; and a corresponding increase in account 1 13674590 – A Sporting Chance – Op Exp – Economic Services Special Projects of \$45,000 to reflect the necessary expenditure required.*

Attachments

1. Monthly Statement of Activity March 2025



SHIRE OF BROOME

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 March 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

Note	Original Adopted Budget	Amended Budget Estimates (a)	YTD Budget Estimates (b)	YTD Actual (c)	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
	\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	28,649,409	28,726,430	28,674,439	28,795,964	121,525	0.42%	
Grants, subsidies and contributions	2,483,917	1,367,310	1,244,442	783,140	(461,302)	(37.07%)	▼
Fees and charges	11,400,517	13,989,518	12,177,920	12,851,615	673,695	5.53%	
Interest revenue	1,781,275	1,704,275	1,275,585	1,717,026	441,441	34.61%	▲
Other revenue	1,316,967	1,536,352	1,100,345	1,526,104	425,759	38.69%	▲
Profit on asset disposals	248,908	248,908	0	0	0	0.00%	
	45,880,993	47,572,793	44,472,731	45,673,849	1,201,118	2.70%	
Expenditure from operating activities							
Employee costs	(19,696,237)	(19,100,687)	(13,985,545)	(13,395,566)	589,979	4.22%	
Materials and contracts	(13,704,706)	(16,559,281)	(12,583,160)	(7,937,582)	4,645,578	36.92%	▲
Utility charges	(2,652,461)	(2,652,461)	(1,891,404)	(1,552,747)	338,657	17.91%	▲
Depreciation	(16,009,575)	(16,009,575)	(12,007,224)	(11,890,085)	117,139	0.98%	
Finance costs	(450,931)	(370,931)	(212,004)	(139,928)	72,076	34.00%	▲
Insurance	(867,944)	(855,220)	(855,220)	(839,744)	15,476	1.81%	
Other expenditure	(1,586,394)	(1,655,900)	(1,389,300)	(1,217,870)	171,430	12.34%	▲
Loss on asset disposals	(211,375)	(211,375)	0	0	0	0.00%	
	(55,179,623)	(57,415,430)	(42,923,857)	(36,973,522)	5,950,335	13.86%	
Non cash amounts excluded from operating activities	2(c) 15,972,042	15,972,042	12,007,224	11,890,085	(117,139)	(0.98%)	
Amount attributable to operating activities	6,673,412	6,129,405	13,556,098	20,590,412	7,034,314	51.89%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	10,794,394	54,003,186	7,808,211	2,055,348	(5,752,863)	(73.68%)	▼
Proceeds from disposal of assets	729,394	571,632	322,695	0	(322,695)	(100.00%)	▼
Proceeds from self supporting loans	96,154	96,154	71,249	71,249	0	0.00%	
	11,619,942	54,670,972	8,202,155	2,126,597	(6,075,558)	(74.07%)	
Outflows from investing activities							
Right of use assets recognised		0	0	(45,881)	(45,881)	0.00%	
Payments for property, plant and equipment	(8,360,381)	(7,336,707)	(5,247,895)	(3,005,961)	2,241,934	42.72%	▲
Payments for construction of infrastructure	(18,264,344)	(61,573,854)	(12,236,030)	(13,123,161)	(887,131)	(7.25%)	
	(26,624,725)	(68,910,561)	(17,483,925)	(16,175,003)	1,308,922	7.49%	
Non-cash amounts excluded from investing activities	2(d) 0	0	0	28,778	28,778	0.00%	
Amount attributable to investing activities	(15,004,783)	(14,239,589)	(9,281,770)	(14,019,628)	(4,737,858)	(51.04%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Leases liabilities recognised		0	0	45,881	45,881	0.00%	
Proceeds from new borrowings	3,963,081	3,963,717	0	0	0	0.00%	
Transfer from reserves	5,567,720	4,757,161	784,875	0	(784,875)	(100.00%)	▼
	9,530,801	8,720,878	784,875	45,881	(784,875)	(94.15%)	
Outflows from financing activities							
Payments for principal portion of lease liabilities	(137,144)	(137,144)	(103,382)	(103,382)	0	0.00%	
Repayment of borrowings	(955,389)	(955,389)	(302,807)	(302,807)	0	0.00%	
Transfer to reserves	(4,234,917)	(5,518,959)	(1,284,042)	(786,520)	497,522	38.75%	▲
	(5,327,450)	(6,611,492)	(1,690,231)	(1,192,708)	497,522	29.44%	
Amount attributable to financing activities	4,203,351	2,109,386	(905,356)	(1,146,827)	(287,353)	(26.67%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a) 4,128,020	5,913,170	5,913,170	5,913,170	0	0.00%	
Amount attributable to operating activities	6,673,412	6,129,405	13,556,098	20,590,412	7,034,314	51.89%	▲
Amount attributable to investing activities	(15,004,783)	(14,239,589)	(9,281,770)	(14,019,628)	(4,737,858)	(51.04%)	▼
Amount attributable to financing activities	4,203,351	2,109,386	(905,356)	(1,146,827)	(287,353)	(26.67%)	▼
Surplus or deficit after imposition of general rates	0	(87,628)	9,282,142	11,337,126	2,054,984	22.14%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BROOME
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2025

	Actual 30 June 2024	Actual as at 31 March 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	53,524,615	55,862,013
Trade and other receivables	2,570,892	4,858,178
Other financial assets	96,154	24,905
Inventories	27,879	23,746
Other assets	576,111	275,611
TOTAL CURRENT ASSETS	56,795,651	61,044,453
NON-CURRENT ASSETS		
Trade and other receivables	134,560	134,560
Other financial assets	2,003,696	2,003,696
Property, plant and equipment	87,529,274	87,068,239
Infrastructure	324,647,381	329,522,844
Right-of-use assets	356,399	226,891
TOTAL NON-CURRENT ASSETS	414,671,310	418,956,230
TOTAL ASSETS	471,466,961	480,000,683
CURRENT LIABILITIES		
Trade and other payables	4,186,894	2,512,480
Other liabilities	7,112,533	6,934,991
Lease liabilities	132,032	35,718
Borrowings	608,967	306,160
Employee related provisions	2,016,446	2,006,753
Other provisions	103,000	103,000
TOTAL CURRENT LIABILITIES	14,159,872	11,899,102
NON-CURRENT LIABILITIES		
Lease liabilities	235,554	274,367
Borrowings	6,626,745	6,626,745
Employee related provisions	352,567	352,567
Other provisions	4,190,943	4,190,943
TOTAL NON-CURRENT LIABILITIES	11,405,809	11,444,622
TOTAL LIABILITIES	25,565,681	23,343,724
NET ASSETS	445,901,280	456,656,959
EQUITY		
Retained surplus	153,595,865	163,565,020
Reserve accounts	38,787,299	39,573,819
Revaluation surplus	253,518,116	253,518,117
TOTAL EQUITY	445,901,280	456,656,956

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 April 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Amended Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 31 March 2025
Note	\$	\$	\$
Current assets			
Cash and cash equivalents	53,524,615	53,524,615	55,862,013
Trade and other receivables	2,570,892	2,570,892	4,858,178
Other financial assets	96,154	96,154	24,905
Inventories	27,879	27,879	23,746
Other assets	576,111	576,111	275,611
	56,795,651	56,795,651	61,044,453
Less: current liabilities			
Trade and other payables	(4,186,894)	(4,186,894)	(2,512,480)
Other liabilities	(7,112,533)	(7,112,533)	(6,934,991)
Lease liabilities	(132,032)	(132,032)	(35,718)
Borrowings	(608,967)	(608,967)	(306,160)
Employee related provisions	(2,016,446)	(2,016,446)	(2,006,753)
Other provisions	(103,000)	(103,000)	(103,000)
	(14,159,872)	(14,159,872)	(11,899,102)
Net current assets	42,635,779	42,635,779	49,145,351
Less: Total adjustments to net current assets	2(b) (36,722,609)	(36,722,609)	(37,808,223)
Closing funding surplus / (deficit)	5,913,170	5,913,170	11,337,128

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets			
Less: Reserve accounts	(38,787,299)	(38,787,299)	(39,573,819)
Less: Financial assets at amortised cost - self supporting loans	(96,154)	(96,154)	(24,905)
Less: Current assets not expected to be received at end of year			
- Receivables for employee related provisions	15,566	15,566	15,566
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of lease liabilities	132,032	132,032	35,718
- Current portion of borrowings	608,967	608,967	306,160
- Current portion of employee benefit provisions held in reserve	1,404,279	1,404,279	1,433,057
Total adjustments to net current assets	2(a) (36,722,609)	(36,722,609)	(37,808,223)

(c) Non-cash amounts excluded from operating activities

	Amended Budget Estimates 30 June 2025	YTD Budget Estimates 31 March 2025	YTD Actual 31 March 2025
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(248,908)	0	0
Add: Loss on asset disposals	211,375	0	0
Add: Depreciation	16,009,575	12,007,224	11,890,085
Total non-cash amounts excluded from operating activities	15,972,042	12,007,224	11,890,085

(d) Non-cash amounts excluded from investing activities

Adjustments to investing activities			
Adjustment to self supporting loan receipts to be corrected	0	0	
Movement in current other provision associated with restricted cash	0	0	28,778
Total non-cash amounts excluded from investing activities	0	0	28,778

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is \$10,000 for operating, \$20,000 for capital and 10.00%, whichever is the greater.

Description

Revenue from operating activities

Grants, subsidies and contributions

\$350,000 of funding was budgeted in respect of the Cable Beach Water Park Detailed Design Project but has not been received. Similarly, \$98,000 of funding for the Broome Housing Affordability Strategy Project has not yet been received. These receipts are expected in the coming months.

Interest revenue

Strong term deposit interest rates have resulted in a higher investment yield than forecast.

Other revenue

Reimbursements for a 2023/24 insurance claim exceeding budget by \$113,000. Workers compensation reimbursements of \$148,000 received not previously budgeted. Additional scrap metal fees collected exceed budget by \$65,000. All are permanent variances.

Var. \$	Var. %	
\$	%	
(461,302)	(37.07%)	▼
	Timing	
441,441	34.61%	▲
	Permanent	
425,759	38.69%	▲
	Permanent	

Expenditure from operating activities

Materials and contracts

\$1.2m has been budgeted for site remediation and asset rehabilitation works which have not yet commenced. Waste facility contracted recycling services and kerbside collections are \$690,000 under budget. Expenditure for Parks and Ovals is currently \$287,000 under budget.

Utility charges

Maintenance of Parks and Ovals is currently \$114,000 under budget. Staff housing utility expense is running \$60,000 under budget due to vacancies in key roles and the new Staff Housing being due to open in the coming months. Timing of invoices for street lighting charges has resulted in a budget variance of \$59,000.

Finance costs

\$61,000 was budgeted for interest on loans for the Key Worker Housing Project. These loans are expected to be drawn down in the coming months.

Other expenditure

The Broome Visitor Centre subsidy was budgeted to have been paid in full, however the second instalment is yet to be paid, creating a timing difference of \$125,000.

4,645,578	36.92%	▲
	Timing	
338,657	17.91%	▲
	Timing	
72,076	34.00%	▲
	Timing	
171,430	12.34%	▲
	Timing	

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

3 EXPLANATION OF MATERIAL VARIANCES

Inflows from investing activities

Proceeds from capital grants, subsidies and contributions

There is a timing difference between the budget phasing and the receipt of grant funding for the Cable Beach redevelopment, which is funded through various sources, carrying an impact of \$6m. However, \$352,000 from the Regional Road Group was received earlier than budgeted.

(5,752,863) (73.68%) ▼

Timing

Proceeds from disposal of assets

Periodic renewal of Mobile Plant and Equipment is behind schedule. It is expected that replacement vehicles and equipment will be put into service before the end of the financial year.

(322,695) (100.00%) ▼

Timing

Outflows from investing activities

Payments for property, plant and equipment

The Key Worker Housing project tender was awarded in July, and expenditure has commenced. The project is on track to meet the budget, with the current variance of \$1.5m being due to timing. Periodic renewal of Mobile Plant and Equipment is behind schedule causing a timing difference of \$730,000. A detailed capital expenditure schedule can be found at Supplementary Note 5.

2,241,934 42.72% ▲

Timing

Inflows from financing activities

Transfer from reserves

Transfers to and from reserves were budgeted to occur in the periods to date, but with the exception of interest earned, are yet to be completed. Reserves will be brought up to date before the close of the financial year.

(784,875) (100.00%) ▼

Timing

Outflows from financing activities

Transfer to reserves

Transfers to and from reserves were budgeted to occur in the periods to date, but with the exception of interest earned, are yet to be completed. Reserves will be brought up to date before the close of the financial year.

497,522 38.75% ▲

Timing

Surplus or deficit after imposition of general rates

2,054,984 22.14% ▲

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components				
Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$5.91 M	\$5.91 M	\$5.91 M	\$0.00 M
Closing	(\$0.09 M)	\$9.28 M	\$11.34 M	\$2.05 M
Refer to Statement of Financial Activity				
Cash and cash equivalents			Payables	
	\$55.86 M	% of total	\$2.51 M	% Outstanding
Unrestricted Cash	\$16.29 M	29.2%	Trade Payables	\$0.91 M
Restricted Cash	\$39.57 M	70.8%	0 to 30 Days	77.5%
			Over 30 Days	22.5%
			Over 90 Days	1.7%
Refer to 3 - Cash and Financial Assets			Refer to 7 - Payables	
			Receivables	
	\$1.15 M	% Collected		
Rates Receivable	\$3.71 M	87.6%		
Trade Receivable	\$1.15 M	% Outstanding		
Over 30 Days		59.5%		
Over 90 Days		26.5%		
Refer to 6 - Receivables				
Key Operating Activities				
Amount attributable to operating activities				
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
\$6.13 M	\$13.56 M	\$20.59 M	\$7.03 M	
Refer to Statement of Financial Activity				
Rates Revenue			Grants and Contributions	
YTD Actual	\$28.80 M	% Variance	YTD Actual	\$0.78 M
YTD Budget	\$28.67 M	0.4%	YTD Budget	\$1.24 M
				(37.1%)
			Refer to 10 - Grants and Contributions	
			Fees and Charges	
YTD Actual	\$12.85 M	% Variance		
YTD Budget	\$12.18 M	5.5%		
			Refer to Statement of Financial Activity	
Key Investing Activities				
Amount attributable to investing activities				
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$14.24 M)	(\$9.28 M)	(\$14.02 M)	(\$4.74 M)	
Refer to Statement of Financial Activity				
Proceeds on sale			Asset Acquisition	
YTD Actual	\$0.00 M	%	YTD Actual	\$13.12 M
Amended Budget	\$0.73 M	(100.0%)	Amended Budget	\$61.47 M
				(78.7%)
Refer to 6 - Disposal of Assets			Refer to 5 - Capital Acquisitions	
			Capital Grants	
YTD Actual	\$2.06 M	% Received		
Amended Budget	\$54.00 M	(96.2%)		
			Refer to 5 - Capital Acquisitions	
Key Financing Activities				
Amount attributable to financing activities				
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
\$2.11 M	(\$0.91 M)	(\$1.15 M)	(\$0.24 M)	
Refer to Statement of Financial Activity				
Borrowings			Reserves	
Principal repayments	(\$0.30 M)		Reserves balance	\$39.57 M
Interest expense	(\$0.13 M)		Net Movement	\$0.79 M
Principal due	\$6.93 M			
Refer to 8 - Borrowings			Refer to 4 - Cash Reserves	
			Lease Liability	
			Principal repayments	(\$0.10 M)
			Interest expense	\$0.01 M
			Principal due	\$0.31 M
			Refer to Note 9 - Lease Liabilities	

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

2 KEY INFORMATION - GRAPHICAL



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

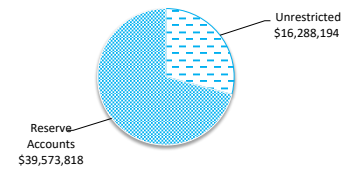
Description	Classification	Unrestricted \$	Reserve Accounts \$	Total \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand	Cash and cash equivalents	4,200	0	4,200	0	On Hand	Nil	On Hand
Municipal Bank Account	Cash and cash equivalents	4,259,914	0	4,259,914	0	CommBank	3.85%	At Call
Business Online Saver	Cash and cash equivalents	4,237,738	0	4,237,738	0	CommBank	4.35%	At Call
Reserve Bank Account	Cash and cash equivalents	0	3,973,716	3,973,716	0	CommBank	4.35%	At Call
Trust Bank Account	Cash and cash equivalents	200,339	0	200,339	0	CommBank	0.00%	At Call
Grants Bank Account	Cash and cash equivalents	586,003	0	586,003	0	CommBank	4.35%	At Call
ESCROW	Cash and cash equivalents	0	3,600,102	3,600,102	0	Perpetual	0.00%	At Call
Term Deposit	Cash and cash equivalents	7,000,000	0	7,000,000	0	Westpac	4.80%	26/06/2025
Term Deposit	Cash and cash equivalents	0	32,000,000	32,000,000	0	Westpac	5.15%	26/06/2025
Total		16,288,194	39,573,818	55,862,013	0			
Comprising								
Cash and cash equivalents (including Financial Assets - Term Deposits)		16,288,194	39,573,818	55,862,013	0			
		16,288,194	39,573,818	55,862,013	0			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.



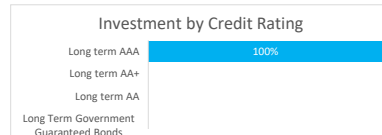
Term deposit information

Investment Type	Institution	Rating	Interest rate	Deposit Date	Maturity	Investment Term (days)	Investment \$	Forecast interest \$
Reserve Funds	WBC	AAA	5.15%	26/11/2024	26/06/2025	212	32,000,000	957,195
Municipal Funds	WBC	AAA	4.80%	26/03/2025	26/06/2025	92	7,000,000	84,690
		Average Interest rate	5.15%			Total	42,000,000	1,125,410

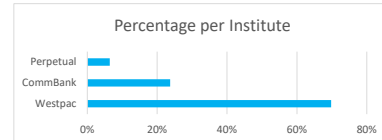
Investment Policy Reporting

Note: A review of the credit ratings held in the Investment Policy is required to ensure consistency with the Standard & Poors credit ratings for short and long term ratings.

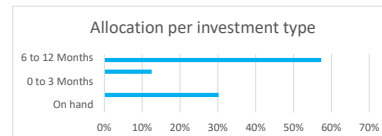
Credit Rating	Maximum % in credit rating category	Shire of Broome allocation
Long term AAA	100%	100%
Long term AA+	50%	0%
Long term AA	25%	0%
Guaranteed Bonds	100%	0%



Institution	Maximum % in authorised institute	Shire of Broome allocation
Westpac	100%	70%
CommBank	100%	24%
Perpetual	100%	6%



Institution	Allocation per investment type
On hand	0.01%
At call	30.18%
0 to 3 Months	0.00%
3 to 6 Months	12.53%
6 to 12 Months	57.28%



SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

4 RESERVE ACCOUNTS

Reserve account name	Original Budget				Amended Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by legislation												
Cash-in-lieu of Carparking (New)	0	0	0	0	0	0	0	0	0	0	0	0
Cash-in-lieu of Public Open Space (New)	180,587	0	0	180,587	180,587	0	0	180,587	180,587	3,701	0	184,288
Reserve accounts restricted by Council												
Leave reserve	1,403,925	25,266	0	1,429,191	1,404,279	25,266	(75,242)	1,354,303	1,404,279	28,778	0	1,433,057
Restricted cash	445,042	0	(445,042)	0	406,946	0	(445,042)	(38,096)	406,946	0	0	406,946
Community sponsorship	87,999	1,558	0	89,557	88,021	1,558	0	89,579	88,021	1,804	0	89,825
EDL sponsorship	29,371	520	0	29,891	79,379	520	(26,500)	53,399	79,379	1,627	0	81,006
Developer Contributions - Roads (New)	0	0	0	0	0	0	0	0	0	0	0	0
Developer Contributions - Footpaths (New)	604,206	0	(182,364)	421,842	646,787	0	(168,785)	478,002	646,787	13,254	0	660,041
Developer Contributions - Drainage (New)	91,243	0	0	91,243	61,424	0	0	61,424	61,424	1,259	0	62,683
Road reserve	3,233,510	285,723	(151,981)	3,367,252	3,234,530	285,723	(151,981)	3,368,272	3,234,530	66,284	0	3,300,814
Public Art Reserve	6,711	119	0	6,830	6,712	119	0	6,831	6,712	138	0	6,850
BRAC (Leisure Centre) Reserve	22,092	1,119	0	23,211	22,107	1,119	0	23,226	22,107	453	0	22,560
Public Open Space	6,959,279	1,089,440	(2,797,472)	5,251,247	5,607,811	1,171,006	(1,444,682)	5,334,135	5,607,811	114,920	0	5,722,731
Drainage reserve	1,720,683	54,255	0	1,774,938	1,755,533	69,255	0	1,824,788	1,755,533	35,976	0	1,791,509
Plant reserve	2,279,786	314,471	(55,747)	2,538,510	2,280,160	314,471	(125,747)	2,468,884	2,280,160	46,727	0	2,326,887
Buildings reserve	4,002,171	999,457	(878,163)	4,123,465	3,901,844	1,020,408	(812,480)	4,109,772	3,901,844	79,960	0	3,981,804
Refuse site reserve	2,162,463	43,748	(698,050)	1,508,161	2,261,492	43,748	(1,003,888)	1,301,352	2,261,492	46,344	0	2,307,836
Regional resource recovery park reserve	13,239,766	579,579	(32,175)	13,787,170	13,281,953	1,672,579	(130,547)	14,823,985	13,281,953	272,184	0	13,554,137
IT & equipment reserve	1,209,183	240,290	0	1,449,473	1,209,451	240,290	0	1,449,741	1,209,451	24,785	0	1,234,236
Kimberley zone reserve	110,746	1,960	(112,706)	0	110,773	1,960	(112,706)	27	110,773	2,270	0	113,043
Resilience Reserve (New)	96,465	100,000	0	196,465	96,465	100,000	0	196,465	96,465	1,977	0	98,442
Staff Housing Reserve (New)	0	0	0	0	0	0	0	0	0	0	0	0
Carpark reserve	499,597	303,187	(105,188)	697,596	499,707	303,187	(105,188)	697,706	499,707	10,240	0	509,947
Footpath reserve	1,605,659	194,225	(108,832)	1,691,052	1,651,338	267,750	(154,373)	1,764,715	1,651,338	33,840	0	1,685,178
	39,990,484	4,234,917	(5,567,720)	38,657,681	38,787,299	5,518,959	(4,757,161)	39,549,097	38,787,299	786,520	0	39,573,819

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Original Budget	Amended		YTD Actual	YTD Variance
	Budget	Budget	YTD Budget		
	\$	\$	\$	\$	\$
Buildings - non-specialised	5,426,684	4,570,191	3,659,069	2,294,651	(1,364,418)
Furniture and equipment	123,926	109,890	88,890	65,545	(23,345)
Plant and equipment	2,809,771	2,656,626	1,349,389	615,384	(734,005)
Acquisition of property, plant and equipment	8,360,381	7,336,707	5,097,348	2,975,580	(2,121,768)
Infrastructure - roads	4,036,811	4,758,146	1,625,897	1,737,938	112,041
Infrastructure - drainage	10,000	4,570	4,570	5,800	1,230
Infrastructure - recreation areas	14,031,277	56,180,959	10,368,931	11,247,400	878,469
Infrastructure - other	186,255	630,179	387,179	162,404	(224,775)
Acquisition of infrastructure	18,264,343	61,573,854	12,386,577	13,153,541	766,964
Total capital acquisitions	26,624,724	68,910,561	17,483,925	16,129,121	(1,354,804)
Capital Acquisitions Funded By:					
Capital grants and contributions	10,794,394	54,003,186	7,808,211	2,055,348	(5,752,863)
Borrowings	3,963,081	3,963,717	0	0	0
Other (disposals & C/Fwd)	729,394	571,632	322,695	0	(322,695)
Reserve accounts	4,285,922	3,303,541	784,875	0	(784,875)
Contribution - operations	6,851,934	6,899,700	8,568,144	14,073,774	5,505,630
Capital funding total	26,624,725	68,741,776	17,483,925	16,129,122	(1,354,803)

(1)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES





























5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Account Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	\$	\$	\$	\$	\$
Buildings - non-specialised					
Shire Key Worker Housing - Capex New 2023/24	2,965,364	2,123,698	2,123,698	1,789,000	334,698
Town Beach Kiosk Cap Build New Const-Cap Exp-Other Build Lea	72,715	64,225	64,225	38,868	25,357
Brac Gym And Fitness Facility - Detailed Design / Tender Package- Cap Ex	406,107	424,926	424,926	132,104	292,822
Pavillion Build New Const Stg 2 - Brac Ovals - Cap Exp	13,200	13,200	0	0	0
Western Australian Football Commission Grant Expenditure - Medland	60,000	87,000	72,000	0	72,000
Library Building Renewal	17,500	39,100	21,600	39,082	(17,482)
Male Oval Toilets Renewal Cap Exp	200,000	133,776	117,109	136,947	(19,838)
Building Amp - Museum Capital Works	5,000	5,000	0	2,410	(2,410)
Museum Precinct Master Plan	72,500	72,500	72,500	0	72,500
Brac Building Renewal - Cap Exp - Brac Dry	44,500	44,500	0	32,290	(32,290)
Admin Building - Packaged Plant- Cap Ex	365,140	365,140	365,140	880	364,260
Depot Building Const Renewal - Cap Exp - Depot Operations	28,800	28,800	0	7,430	(7,430)
Brac Building Upgrade - Cap Exp - Brac Dry	220,000	320,000	0	0	0
Civic Centre Building Renewal (Inc Plant & Furn) - Cap Exp - Public Halls	62,095	64,470	52,095	40,223	11,872
Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support	11,000	11,000	0	8,625	(8,625)
KRO1 Building Renewal - Cap Exp - Office Prop Leased	98,600	50,693	50,693	46,798	3,895
KRO2 Building Renewal - Cap Exp - Office Prop Leased	110,000	110,000	0	10,488	(10,488)
BOSCCA Building Renewal (Inc Plant & Furn) - Cap Exp - Com Fac Leased	22,000	22,000	0	9,325	(9,325)
Town Beach Cafe Redevelopment - Cap Exp	590,163	590,163	295,083	180	294,903
Depot Security Gates Upgrade	62,000	0	0	0	0
Total Buildings - non-specialised	5,426,684	4,570,191	3,659,069	2,294,651	1,364,418
Furniture and equipment					
Exhibition Infrastructure For Kimberley Artwork Grant - Cap Exp	0	69,788	48,788	65,545	(16,757)
Software Cap Exp - IT (dont use)	73,926	40,102	40,102	0	40,102
Mola Mapping	50,000	0	0	0	0
Total Furniture and equipment	123,926	109,890	88,890	65,545	23,345
Plant and equipment					
Vehicle & Mob Plant New Cap Exp - Comm Services	58,000	58,000	0	0	0
Vehicles & Mobile Plant New - Cap Exp- Sanit Gen Refuse	60,000	60,000	0	0	0
Vehicle & Mobile Plant New - Cap Exp- IT	30,000	30,000	30,000	0	30,000
Vehicle & Mobile Plant New - Cap Exp - Depot Ops	68,000	219,534	151,534	0	151,534
Vehicle & Mob Plant New - Cap Exp - Works Ops	62,000	62,000	0	4,540	(4,540)
Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse	385,615	385,615	262,615	88,725	173,890
Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Dev Services	60,277	130,268	60,268	61,200	(932)
Vehicles & Mobile Plant Renewal(Replacement) - Cap Exp - Town Plann	58,000	58,000	0	0	0
Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- Swim Area & Beaches	25,000	25,000	0	0	0
Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	793,545	439,103	135,538	96,441	39,097
Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office	82,000	82,000	0	0	0
Vehicle & Mobile Plant Renewal(Replacement) - Cap Exp - Depot Ops	0	0	0	4,794	(4,794)
Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	890,891	873,995	476,323	126,123	350,200
Mobile Plant & Equipment Renewal (Replacement) - Cap Exp - Sanitation Other	70,043	233,111	233,111	233,560	(449)
BRAC Booster Pump	166,400	0	0	0	0
Total Plant and equipment	2,809,771	2,656,626	1,349,389	615,384	734,005
Infrastructure - roads, footpaths & bridges					
Urban Maint Reseals Renewal Works Cap Exp	965,619	940,098	151,638	700,247	(548,609)
Carpark Annual Reseals As Per Amp - Various	12,841	0	0	0	0
Frederick St Footpath Construction - Jewell To The Boulevard	157,500	768,030	610,530	14,936	595,594
Various Footpath Renewals - Cap Exp .	86,727	132,268	110,584	122,335	(11,751)
Black Spot - Fairway Drive Traffic Calming Device	84,622	84,623	0	0	(0)
Frederick St Roundabout - Brac Entry	1,512,126	1,512,126	(112,500)	496,038	(608,538)
Old Broome Road	0	100,000	100,000	7,227	92,773
De Marchi Road Black Spot - Cap Exp	453,821	383,516	216,930	232,991	(16,061)
State Blackspot - Frederick Street Off-Street Carpark Cap (Broome Shs) Exp	250,000	243,640	243,640	0	243,640
Footpaths - Various	150,788	150,788	0	142,430	(142,430)
Broome North Subdivision - New Footpath Construction	31,576	52,573	52,573	32	52,541
Sanctuary Road - Idf - 01 Cap Ex Grant Exp	213,934	270,984	217,502	21,700	195,802
Japanese Cemetery New Infra By P & G - Cap Exp	12,500	12,500	0	0	0
Cape Leveque Tourist Bay And Signage	32,757	35,000	35,000	0	35,000
Misc Infrastructure Renewals per AMP	72,000	72,000	0	0	0
Total Infrastructure - roads, footpaths & bridges	4,036,811	4,758,146	1,625,897	1,737,938	(112,041)
Infrastructure - drainage					
Drainage Gate Improvements	10,000	4,570	4,570	5,800	(1,230)
Total Infrastructure - drainage	10,000	4,570	4,570	5,800	(1,230)
Infrastructure - recreation areas					
Cable Beach Stage 1 Rtr/Rpg Grant Expenditure - Cable Beach Road West	0	0	0	3,132	(3,132)
Cable Beach Stage 1 - Other	477,224	474,980	363,195	830,326	(467,131)
Cable Beach Stage 1 Pacp Grant Expenditure	3,210,000	3,066,131	2,190,675	3,070,331	(879,656)
Cable Beach Stage 1 Bbrf Grant Expenditure	2,938,744	2,862,504	2,061,032	2,041,610	19,422

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

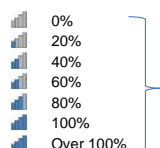
INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Account Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
 Cable Beach Stage 1 Lotterywest Grant Expenditure	961,324	919,482	657,302	683,898	(26,596)
 Cable Beach Stage 1 Pacp 2 Grant Expenditure	750,000	750,000	545,456	255,046	290,410
 Cable Beach Stage 1 Loan Expenditure	2,350,507	2,297,463	1,656,412	1,570,334	86,078
 Cable Beach Stage 1 Reserve Expenditure	1,752,851	1,752,851	1,274,800	1,748,743	(473,943)
 Cable Beach Stage 1 Lrci Grant Expenditure Phase 4	608,942	608,942	442,864	608,942	(166,078)
 Cable Beach Stage 2 - Head Contract	0	40,534,156	0	0	0
 Cable Beach Stage 2 - Cultural Monitor & Specialist Consulamts	0	212,696	212,696	0	212,696
 Cable Beach Stage 2 - Art And Interpretation	0	935,000	0	0	0
 Cable Beach Stage 2 - Marketing, Community Engagement, Place Activation And Ever	0	100,000	0	0	0
 Cable Beach Stage 2 - Threatened Ecological Community Boardwalk And Path	0	200,000	0	0	0
 Cable Beach Stage 2 - Foreshore Access Path	0	24,750	24,750	0	24,750
 Reticulation Control System New Exp - Cap Exp Parks & Ovals	9,948	9,948	0	0	0
 Brac Oval Upgrade Of Infra - Cap Exp	450,010	447,835	361,825	38,501	323,324
 Cable Beach Foreshore Upgrade	205,430	267,924	267,924	57,461	210,463
 Mola Mapping	0	50,000	50,000	0	50,000
 Youth Bike Recreation Area - New Construction - Cap Exp	0	0	0	152	(152)
 Cable Beach Waterpark Detailed Design 23-24 Expenditure	0	350,000	245,000	313,750	(68,750)
 Haynes Oval Infra Upgrade Const By P&G - Cap Exp - Pks & Ovl	48,740	48,740	15,000	0	15,000
 Chippindale Park Renewal Infra - Cap Exp - Parks & Ovals	53,293	53,293	0	0	0
 Male Oval Renewal Infra - Cap Exp - Parks & Ovals	30,816	30,816	0	25,173	(25,173)
 Tolentino Park Infrastructure Renewal - Cap Exp	72,126	72,126	0	0	0
 Depot Other Infra Renewal Const - Cap Exp - Depot Ops	111,322	111,322	0	0	0
Total Infrastructure - recreation areas	14,031,277	56,180,959	10,368,931	11,247,400	(878,469)
Infrastructure - other					
 Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	0	283,931	223,931	73,627	150,304
 Street Lighting At Various Locations - Renewal	105,000	105,000	0	7,880	(7,880)
 Sam Male Lugger Restoration- Cap Ex	49,080	28,700	12,700	43,929	(31,229)
 Depot Security Gates Upgrade	0	62,000	0	0	0
 Radar Speed Display Signs Cap Exp	0	1	1	6,588	(6,587)
 Community Recycling Centre - Rrp - Cap Exp	32,175	150,547	150,547	30,381	120,166
Total Infrastructure - other	186,255	630,179	387,179	162,404	224,775
	26,624,724	68,910,561	17,483,925	16,129,121	2,709,608

Capital expenditure total

Level of completion indicators



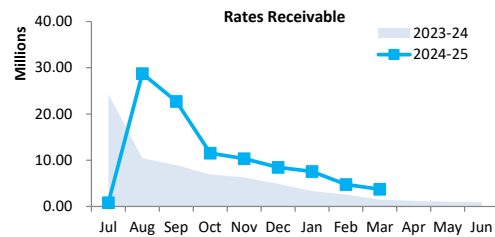
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

**SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

6 RECEIVABLES

Rates receivable	30 June 2024	31 Mar 2025
	\$	\$
Opening arrears previous year	1,227,911	1,052,012
Levied this year	26,565,004	28,795,964
Less - collections to date	(26,740,903)	(26,137,162)
Net rates collectable	1,052,012	3,710,814
% Collected	96.2%	87.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Trade receivables	(94,236)	413,254	192,175	67,589	208,259	787,041
Percentage	(12.0%)	52.5%	24.4%	8.6%	26.5%	
Balance per trial balance						
Trade receivables						787,041
Infringement Debtors						276,489
GST receivable						278,761
Receivables for employee related provisions						49,347
Allowance for credit losses of other receivables						(244,274)
Total receivables general outstanding						1,147,364

Amounts shown above include GST (where applicable)

KEY INFORMATION

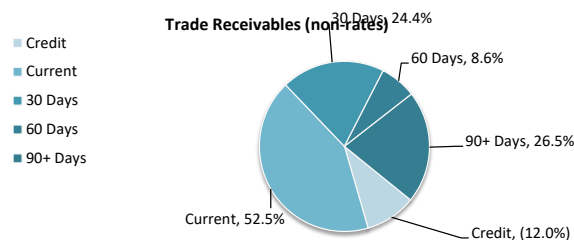
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

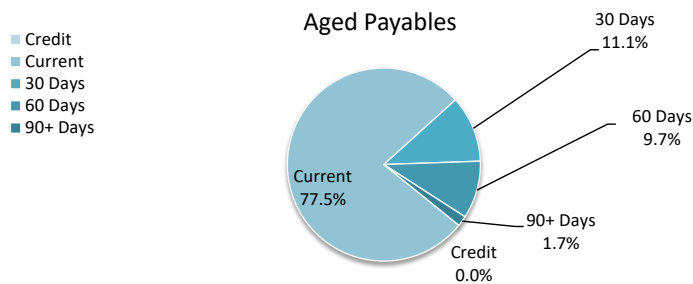
OPERATING ACTIVITIES

7 PAYABLES

Sundry creditors	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Sundry creditors	0	702,242	100,975	87,526	15,656	906,399
Percentage	0.0%	77.5%	11.1%	9.7%	1.7%	
Balance per trial balance						
Sundry creditors						906,399
Building Services Levy						39,421
Employee liabilities						0
Prepaid rates						511,507
Accrued payroll liabilities						3,192
ATO liabilities						56,847
Bonds and deposits held						851,700
Accrued liabilities						143,414
Total payables general outstanding						2,512,480
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

FINANCING ACTIVITIES

8 BORROWINGS

Repayments - borrowings

Information on borrowings
Particulars

Particulars	Loan No.	1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Town Beach Redevelopment	197	1,096,897	0	0	(45,758)	(91,886)	1,051,139	1,005,011	(11,947)	(17,362)
Chinatown Revitalisation Project Stage 1	196	889,945	0	0	(85,276)	(171,356)	804,669	718,589	(11,025)	(16,014)
Chinatown Revitalisation Project Stage 2	198	1,468,313	0	0	(54,597)	(109,726)	1,413,716	1,358,587	(19,261)	(28,099)
Chinatown Contingency	201	1,626,711	0	0	(45,927)	(92,946)	1,580,784	1,533,765	(42,291)	(76,252)
Broome Life Saving Club	200	157,960	0	0	0	0	157,960	157,960	0	0
Cable Beach Stage 1	NEW	0	0	997,717	0	(49,886)	0	947,831	0	(34,122)
Shire Key Worker Accommodation	NEW	0	0	2,966,000	0	(296,536)	0	2,669,464	0	(135,221)
		5,239,826	0	3,963,717	(231,558)	(812,336)	5,008,268	8,391,207	(84,524)	(307,070)
Self supporting loans										
Broome Golf Club	199	1,153,846	0	0	(48,077)	(96,154)	1,105,769	1,057,692	(15,158)	(22,076)
Broome Life Saving Club		842,040	0	0	(23,172)	(46,899)	818,868	795,141	(26,401)	(47,289)
		1,995,886	0	0	(71,249)	(143,053)	1,924,637	1,852,833	(41,559)	(69,365)
Total		7,235,712	0	3,963,717	(302,807)	(955,389)	6,932,905	10,244,040	(126,083)	(376,435)
Current borrowings		608,967					306,160			
Non-current borrowings		6,626,745					6,626,745			
		7,235,712					6,932,905			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

New borrowings 2024-25

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Cable Beach Stage 1	0	997,717	WATC	Debenture	30	835,017	4.56	0	997,717	0
Shire Key Worker Accommodation	0	2,966,000	WATC	Debenture	20	1,560,204	4.56	0	2,966,000	0
	0	3,963,717				2,395,221		0	3,963,717	0

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

9 RATE REVENUE

General rate revenue

	Rate in \$	Number of Properties	Rateable Value	Budget Rate Revenue	Reassessed Rate Revenue	Total Revenue	Rate Revenue	YTD Actual Reassessed Rate Revenue	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$
Gross rental value									
GRV - Residential	0.092478	5,118	166,098,639	15,360,470	207,979	15,568,449	15,308,772	354,737	15,663,509
GRV - Vacant	0.200813	173	3,246,770	651,994	0	651,994	651,994	0	651,994
GRV - Commercial	0.126712	558	59,937,332	7,594,779	0	7,594,779	7,594,779	0	7,594,779
GRV - Tourism	0.149846	605	22,611,039	3,388,174	0	3,388,174	3,388,174	0	3,388,174
Unimproved value									
UV - Rural	0.009019	54	19,691,000	177,593	0	420,486	420,486	0	420,486
UV - Mining	0.152538	29	1,501,724	229,070	0	229,070	229,070	0	229,070
UV - Commercial Rural	0.037704	22	11,152,293	420,486	0	177,593	177,593	0	177,593
Sub-Total		6,559	284,238,797	27,822,566	207,979	28,030,545	27,770,868	354,737	28,125,605
Minimum payment									
				Minimum Payment \$					
Gross rental value									
GRV - Residential	1,344	44	578,580	59,136	0	59,136	59,136	0	59,136
GRV - Vacant	1,264	171	795,308	216,144	0	216,144	216,144	0	216,144
GRV - Commercial	1,344	22	153,862	29,568	0	29,568	29,568	0	29,568
GRV - Tourism	1,344	247	782,931	331,968	0	331,968	331,968	0	331,968
Unimproved value									
UV - Rural	1,344	4	196,300	5,376	0	5,376	5,376	0	5,376
UV - Mining	958	28	79,959	26,824	0	26,824	26,824	0	26,824
UV - Commercial Rural	1,344	1	3,300	1,344	0	1,344	1,344	0	1,344
Sub-total		517	2,590,240	670,360	0	670,360	670,360	0	670,360
Concession						(51,496)			(51,698)
Total general rates		7,076	286,829,037	28,492,926	207,979	28,700,905	28,441,228	354,737	28,795,965

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SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grant	Grants, subsidies and contributions revenue					YTD Revenue Actual
		Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	
		\$	\$	\$	\$	\$	
Grants and subsidies							
WA Grants Commission	Financial Assistance Grant - General Purpose	4	3	1,429,840	(1,429,836)	4	2
WA Grants Commission	Financial Assistance Grant - Roads	64,874	48,655	530,879	(466,005)	64,874	48,657
Department of Health	Broome CLAG Funding	7,000	7,000	7,000	0	7,000	0
Rio Tinto - Pilbara Iron Company Pty Ltd	Youth Partnership Agreement 2022-2025	76,000	76,000	63,000	13,000	76,000	77,890
Gaming and Wagering Commission	Every Club Scheme Funding (DLGSC)	45,000	0	45,000	0	45,000	0
Department of Local Government, Sport and Cultural Industries	In the House	70,000	70,000	70,000	0	70,000	70,000
State Library of WA	Travel Grant	0	0	0	0	0	1,171
Main Roads WA	Street Lighting Subsidy	45,000	0	45,000	0	45,000	0
Main Roads WA	Direct Grant	202,110	202,110	168,000	34,110	202,110	202,110
Department Of Justice	A Sporting Chance	28,266	28,266	0	28,266	28,266	28,266
Department of Employment and Workplace Relations	Apprentice Wage Subsidy	0	0	0	0	0	13,831
Library Various grants		34,598	29,950	18,598	16,000	34,598	14,593
Department of Planning, Lands and Heritage	Coastal Management Plan Assistance Program 2024-25	46,000	34,497	46,000	0	46,000	44,000
Department of Planning, Lands and Heritage	Inclusion Development Fund	2,000	1,503	2,000	0	2,000	0
Department of Communities	Podcast Exhibition	37,500	37,500	0	55,000	55,000	2,000
Department of Primary Industries and Regional Development	Animal Welfare Program	0	0	0	0	0	25,000
Waste Management Grant	Waste Management	14,500	14,500	0	14,500	14,500	14,500
Mental Health Commission	Installation of needle disposal units	187,430	187,430	0	187,430	187,430	187,430
	Cable Beach Waterpark Detailed Design Income	507,028	507,028	58,600	448,428	507,028	53,691
TOTALS		1,367,310	1,244,442	2,483,917	(1,099,107)	1,384,810	783,141

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

11 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grant	Capital grants, subsidies and contributions revenue				
		Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual
		\$	\$	\$	\$	\$
Main Roads	Black Spot Frederick Street Carpark	211,450	136,089	211,450	0	89,604
Main Roads	RPG Stewart St, Port Guy intersection	880,000	0	880,000	0	352,000
Main Roads	RTR/RPG Cable Beach Stage 1 - Cable Beach Road West	812,500	100,000	600,000	212,500	400,000
Lotterywest	Cable Beach Stage 1 Cable Beach Stage 1	9,077,432	6,767,702	8,469,010	608,422	840,431
Community Sporting & Recreation Facilities	BRAC Tennis Court Surface Renewal	110,000	0	110,000	0	0
Department of Communities	Changing Places Cable Beach	41,981,852	0	0	35,875,000	140,000
Western Australian Football Commission		60,000	45,000	60,000	0	60,000
Roebuck Estate Development Pty Ltd	Drainage Headworks WAPC 155527 STAGE 11C 2022	15,000	15,000	0	15,000	30,000
Roebuck Estate Development Pty Ltd	Footpath Contribution WAPC 155527 STAGE 11C 2022	73,525	73,525	0	73,525	73,525
Education Department of Western Australia	Frederick Street Carpark Contribution towards parking at Broome SHS	0	0	250,000	(250,000)	0
Regional Bikeways Grant- Non Op Inc - Footpaths		440,655	440,655	0	440,655	0
Grants & Contr. Received Non Op - Cap Inc - Tourism & Area Promotion		270,984	160,452	213,934	57,050	0
Broome Civic Centre Capital Grants - Cap Inc - Bme Civic Centre		69,788	69,788	0	69,788	69,788
National Emergency Management Australia	Cable Beach (Walmanyjun) Coastal Protection Project	0	0	0	0	0
TOTALS		54,003,186	7,808,211	10,794,394	37,101,940	2,055,348

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Classification	Nature & Type	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Budget adoption						0
OMC 29 August 2024 C/084/008						
Develop Broome Housing Affordability Strategy and Master Planning						
Housing Support Program Grant Expenditure	Operating Expenditure	Materials and contracts			(98,428)	
Housing Support Program Grant Income	Operating Income	Grants, subsidies and contributions		98,428		0
Detailed design of Stage 3 (Waterpark) of the Walmanyjun Cable Beach Foreshore Redevelopment Project						
Cable Beach Waterpark Detailed Design Expenditure	Capital Expenditure	Payments for construction of infrastructure			(350,000)	
Cable Beach Waterpark Detailed Design Grant Income - Lotterywest	Operating Income	Grants, subsidies and contributions		350,000		0
OMC 19 September 2024 C/0924/100						
Implement previous resolution C/0624/066 regarding Energy Developments Ltd Funds						
Transfer from EDL Sponsorship Reserve	Reserve Transfer	Transfer from reserves		26,500		
EDL Sponsorship Programme	Operating Expenditure	Other expenditure			(26,500)	0
Implement previous resolution C/0624/066 regarding Community Development Fund						
Community Development Fund Stream 1 & Quick Response Grants	Operating Expenditure	Other expenditure			(19,500)	
Community Development Fund Stream 2 and 3	Operating Expenditure	Other expenditure		19,500		0
OMC 31 October 2024 C/1024/026						
As per Quarter 1 Finance & Costing Review						
Council Newsletter & Community Info	Operating Expenditure	Materials and contracts			(10,000)	
HRM Consultancy	Operating Expenditure	Materials and contracts			(22,500)	
Salary - Op Exp - Human Resources	Operating Expenditure	Employee costs		22,500		
All Employee Centrelink Paid Parental Leave - Op Exp	Operating Expenditure	Employee costs			(34,511)	
All Employee Centrelink Paid Parental Leave - Op Inc	Operating Income	Other revenue		11,779		
Grant Income - Comm Services - Regional Arts WA - Man-gala Lanterns	Operating Income	Grants, subsidies and contributions		20,000		
Arts & Culture Strategy Implementation - Man-gala Lanterns	Operating Expenditure	Materials and contracts			(20,000)	
Community Development Strategy - Community Safety Plan	Operating Expenditure	Materials and contracts			(13,000)	
Consultants Corp Serv - Op Exp - Corp Gov Support	Operating Expenditure	Materials and contracts			(77,061)	
Salary - Op Exp - Corp Serv Directorate	Operating Expenditure	Employee costs		69,113		
Salary - Op Exp - Corp Serv Directorate	Operating Expenditure	Employee costs		7,948		
Salary - Op Exp - Corp Serv Directorate	Operating Expenditure	Employee costs			(69,113)	
Salary - Op Exp - Corp Serv Directorate	Operating Expenditure	Employee costs			(7,948)	
Transfer from Leave Reserve	Reserve Transfer	Transfer from reserves		75,242		
Entry Fees and Spectator Fees - Op Inc - BRAC Aquatic	Operating Income	Fees and charges		20,000		
WA Football Commission Grant Expenditure - Medlend	Capital Expenditure	Payments for construction of infrastructure			(27,000)	
BRAC Building Upgrade - Cap Exp - BRAC Dry	Capital Expenditure	Payments for property, plant and equipment			(100,000)	

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

BUDGET AMENDMENTS

Exhibition Infrastructure for Kimberley Artwork Grant	Capital Income	Proceeds from capital grants, subsidies and contributions	69,788	
Exhibition Infrastructure for Kimberley Artwork Grant - Cap Exp	Capital Expenditure	Payments for property, plant and equipment		(69,788)
Library Reactive Maint - Op Exp	Operating Expenditure	Materials and contracts		(20,000)
Transfer From Building Reserve Leased Comm Facilities - Un Clas	Reserve Transfer	Transfer from reserves	20,000	
Salary - Op Exp - Finance	Operating Expenditure	Employee costs	61,454	
Consultants Corp Serv - Op Exp - Corp Gov Support	Operating Expenditure	Materials and contracts	75,000	
Consultants and Relief Staff - Op Exp - Finance - Corp. Gov. & Support	Operating Expenditure	Materials and contracts		(218,054)
Insurance - General	Operating Expenditure	Insurance	31,907	
Insurance - Workers Compensation	Operating Expenditure	Employee costs	62,077	
Reimbursement of Insurable Claimable Costs - Op Inc - Unclassified General	Operating Income	Other revenue	27,000	
Salary - Op Exp - IT	Operating Expenditure	Employee costs	16,285	
IT Contract Consultants - Exp	Operating Expenditure	Materials and contracts		(16,285)
Minor Assets<\$5000 - IT Exp	Operating Expenditure	Materials and contracts		(13,560)
Planning Fees (GST Free) - Op Inc - Town Planning/Regional Devel	Operating Income	Fees and charges	30,000	
Stat Fees & Lic - Building Permits	Operating Income	Fees and charges	40,000	
Planning General Project Consult - Op Exp Town Planning/Reg Dev	Operating Expenditure	Materials and contracts		(8,000)
Relief Staff Exp - Op Exp - Ranger Operations	Operating Expenditure	Materials and contracts		(150,000)
Salaries - Op Exp - Fire Prevention	Operating Expenditure	Employee costs	150,000	
Advertising Tags & Other Animal Control Exps - Op Exp - Animal Control	Operating Expenditure	Materials and contracts		(50,000)
Relief Staff Expenses - Op Exp - Preventive - Inspection/Admin	Operating Expenditure	Materials and contracts		(20,000)
Salary - Op Exp - Preventive - Inspection/Admin	Operating Expenditure	Employee costs	20,000	
State Direct MRWA/RRG Rd Maint Op Grant Rec'd	Operating Income	Grants, subsidies and contributions	34,110	
Mobile Garbage Bin Replacement - Cap Exp - San Gen Refuse	Capital Expenditure	Payments for property, plant and equipment		(201,000)
Transfer Sanitation Steel - Op Exp	Operating Expenditure	Materials and contracts		(52,000)
Consultants - Op Exp - Sanitation Gen Refuse	Operating Expenditure	Materials and contracts		(20,000)
Waste Management Grant - Op Exp - Sanitation Gen Refuse	Operating Expenditure	Materials and contracts		(14,500)
Kerbside collection - Op Inc - Sanitation Gen Refuse	Operating Income	Fees and charges	40,000	
Waste Management Grant - Op Inc - Sanitation Gen Refuse	Operating Income	Grants, subsidies and contributions	14,500	
WMF Op Income - Op Inc - Sanitation Gen Refuse	Operating Income	Fees and charges	500,000	
Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk	Reserve Transfer	Transfer to reserves		(267,000)
Town Beach Water Park - P&G Maint	Operating Expenditure	Materials and contracts		(32,700)
Public BBQs Cleaning - Op Exp	Operating Expenditure	Materials and contracts		(17,342)
Pressure Washing of Public Infrastructure - Op Exp	Operating Expenditure	Materials and contracts		(42,433)
Urban Rubbish Bins Servicing - CCC Maint	Operating Expenditure	Employee costs	81,840	
General Litter Control - CCC Maint	Operating Expenditure	Employee costs	10,635	
Haas St Office - Reactive Maint - Op Exp	Operating Expenditure	Materials and contracts		(10,000)
Cable Beach Restaurant - Reactive Maint - Op Ex	Operating Expenditure	Materials and contracts		(15,000)
KRO2 - Reactive Maint - Op Exp	Operating Expenditure	Materials and contracts		(15,000)
				(122,617)
SMC 25 November 2024 C/1124/031				
Walmanyjun Cable Beach Foreshore Redevelopment Stage 2	Capital Income	Proceeds from capital grants, subsidies and contributions	35,875,000	

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

BUDGET AMENDMENTS

Walmanyjun Cable Beach Foreshore Redevelopment Stage 2 - Head Contract	Capital Expenditure	Payments for construction of infrastructure	(35,875,000)	(122,617)
OCM 12 December 2024 C/1224/005				
Increase budget for A Sporting Chance program to account for unspent monies from prior year				
A Sporting Chance Grant	Operating Income	Grants, subsidies and contributions	28,266	
A Sporting Chance Program Expenditure	Operating Expenditure	Materials and contracts	(39,502)	
A Remote Chance Program Expenditure	Operating Expenditure	Materials and contracts	(22,714)	(156,567)
OCM 12 December 2024 C/1224/006				
Mental Health Commission grant funding received to install needle disposal units				
Operating Grant - Health	Operating Income	Grants, subsidies and contributions	187,430	
Operating Expenditure - Health	Operating Expenditure	Materials and contracts	(187,430)	(156,567)
OCM 12 December 2024 C/1224/023				
Frederick Street Intersection Upgrade				
Frederick Street Intersection Upgrade - Income	Capital Income	Proceeds from capital grants, subsidies and contributions	112,500	
Frederick Street Intersection Upgrade - Expenditure	Capital Expenditure	Payments for construction of infrastructure	(112,500)	(156,567)
OCM 12 December 2024 C/1224/024				
Contaminated Site Remediation				
Contaminated Site Remediation- OP Ex	Operating Expenditure	Materials and contracts	(1,046,000)	
WMF Operating Income	Operating Income	Fees and charges	1,800,000	
Transfer to Regional Recovery Park Reserve	Reserve Transfer	Transfer to reserves	(754,000)	(156,567)
OCM 12 December 2024 C/1224/013				
Adjust brought forward figures after audit finalisation				
Increase in operating grants	Operating Income	Grants, subsidies and contributions	17,500	
Increase in other revenue	Operating Income	Other revenue	75,437	
Financial assistance grant received in prior year	Operating Income	Grants, subsidies and contributions	(1,895,841)	
Increase in operational expenditure	Operating Expenditure	Materials and contracts	(276,548)	
Increase in non operating grants	Capital Income	Proceeds from capital grants, subsidies and contributions	415,472	
Decrease in expected proceeds from sale of assets	Capital Income	Proceeds from disposal of assets	(157,762)	
Increase in expected proceeds from loans	Capital Income	Proceeds from new borrowings	636	
Decrease in expected capital expenditure	Capital Expenditure	Payments for construction of infrastructure	(265,127)	
Decrease in expected capital expenditure	Capital Expenditure	Payments for property, plant and equipment	1,422,212	
Transfers from Reserve	Reserve Transfer	Transfer from reserves	(1,002,301)	
Transfers to Reserve - Cable Beach	Reserve Transfer	Transfer to reserves	(81,566)	

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

BUDGET AMENDMENTS

Change in b/fwd surplus	Opening surplus(deficit)	Surplus or deficit at the start of the financial year	1,785,149	(119,306)
OCM 28 February 2025 C/0225/016				
Additional funds for Cable Beach Life Guard Services	Operating Expenditure	Materials and contracts	(80,000)	(199,306)
OCM 28 February 2025 C/1224/023				
Increase Expenditure for Frederick St Intersection Upgrades	Capital Expenditure	Payments for construction of infrastructure	(112,500)	
Increase Roads to Recovery Grant to offset increase expenditure	Capital Income	Proceeds from capital grants, subsidies and contributions	112,500	(199,306)
OCM 28 February 2025 C/0225/014 (Mid-Year Review)				
Additional funds required for travel to Halls Creek & Canberra - Kimberley Zone	Operating Expenditure	Materials and contracts	(7,500)	
Additional funds for National PIA Awards, increased travel CEO & President	Operating Expenditure	Materials and contracts	(10,000)	
Savings in Executive Travel & Accommodation	Operating Expenditure	Materials and contracts	17,500	
Structural wall works required in leisure pool	Operating Expenditure	Materials and contracts	(10,000)	
Increased costs for chemicals for pool	Operating Expenditure	Materials and contracts	(15,000)	
Increase in instructor costs & AV equipment & set up	Operating Expenditure	Materials and contracts	(10,000)	
Increased revenue for BRAC aquatic fitness	Operating Income	Revenue from operating activities	10,000	
Increase revenue from BRAC pool entry	Operating Income	Fees and charges	30,000	
Failure of large items needing repair - sewer pump, railing etc at BRAC	Operating Expenditure	Materials and contracts	(20,000)	
Room hires increased at BRAC	Operating Income	Fees and charges	10,000	
Increased fees from holiday program	Operating Income	Fees and charges	10,000	
Increased repairs expenditure due to vandalism - Medland Pavilion	Operating Expenditure	Materials and contracts	(15,000)	
Increased fees from Father McMahon playing fields	Operating Income	Fees and charges	10,000	
Adjustment for miscellaneous income	Operating Income	Other revenue	20,000	
Adjustment for library grant income	Operating Income	Grants, subsidies and contributions	16,000	
Increase in 2024 audit fees for restating balances in financial statements	Operating Expenditure	Materials and contracts	(15,000)	
Adjustment in Emergency Levy	Operating Expenditure	Materials and contracts	(13,006)	
Increase in Landgate Valuation valuations for GRV review	Operating Expenditure	Materials and contracts	(7,000)	
Interim rates increase comparative to nudget	Operating Income	General rates	77,021	
External support for Finance vacancies (LoGo contract)	Operating Expenditure	Materials and contracts	(67,000)	
Salary savings due to Manager vacancy	Operating Expenditure	Employee costs	50,000	
Superannuation savings due to Manager vacancy	Operating Expenditure	Employee costs	5,000	
LSL recoup from previous Local Govt for current employee	Operating Income	Other revenue	13,169	
Governance - additional funds for study tour Pt Hedland, Dampier visit	Operating Expenditure	Materials and contracts	(37,000)	
Increased expenses due to increased councillor workshops	Operating Expenditure	Materials and contracts	(10,000)	
Increased cemetery fee revenue	Operating Income	Fees and charges	10,000	
Circus & Shinju hires Male Oval	Operating Income	Fees and charges	14,000	
Increased consultant fee for strategic review of Council Plan	Operating Expenditure	Materials and contracts	15,000	
Reduction of interest payments for Key Worker accommodation not full year	Operating Expenditure	Finance costs	80,000	
increased interest on Municipal Funds	Operating Income	Interest revenue	(77,000)	
Savings from Altus Definitiv payroll upgrade	Capital Expenditure	Materials and contracts	33,824	
Transfer of funds to IT Operating account	Operating Expenditure	Materials and contracts	(33,824)	
Salary vacancies in IT	Operating Expenditure	Employee costs	40,000	
Superannuation savings in IT	Operating Expenditure	Employee costs	5,000	

SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

BUDGET AMENDMENTS

IT contractors & consultants due to vacancies	Operating Expenditure	Materials and contracts	(45,000)	
Increased income from commercial pool inspections	Operating Income	Fees and charges	35,000	
Increased for Australian Sports Commission Play Well Grant	Operating Expenditure	Materials and contracts	(17,500)	
		Grants, subsidies and contributions	17,500	
Grant income for Play Well Grant	Operating Income			
Engagement of contractor to assist with staff vacancy - Marketing and Communications	Operating Expenditure	Materials and contracts	(12,727)	
Savings in employee expenses transferred to contractor to cover vacancy	Operating Expenditure	Employee costs	12,727	
Savings in security incentive scheme	Operating Expenditure	Materials and contracts	10,000	
Increased expenditure for Future Ready Project	Operating Expenditure	Materials and contracts	(10,000)	
		Grants, subsidies and contributions	13,000	
Increased grant income Future Ready Project, Bike West Grant	Operating Income			
Decreased expenditure for INPEX grant	Operating Expenditure	Materials and contracts	10,000	
Increase expenditure for artists in residence (AC03)	Operating Expenditure	Materials and contracts	(10,000)	
Discontinuation of Sporting Chance program	Operating Expenditure	Materials and contracts	32,308	
Salary adjustments due to discontinuation of Sporting Chance Grant	Operating Expenditure	Employee costs	1,994	
Salary adjustments following discontinuation of A Sporting Chance	Operating Expenditure	Employee costs	74,095	
Salary adjustments following discontinuation of A Sporting Chance	Operating Expenditure	Employee costs	9,304	
Increased buudget for contract rangers accommodation & Salary cover for relief	Operating Expenditure	Materials and contracts	(25,000)	
Cover for ongoing staff shortages. Reduction in salaries account.	Operating Expenditure	Employee costs	(95,000)	
Reduction in salaries due to staff shortages in Fire Prevention	Operating Expenditure	Employee costs	106,200	
Reduction in salaries forecast for FY25 due to ongoing staff shortages.	Operating Expenditure	Employee costs	13,800	
Additional funds for legal expenses required for dog attack	Operating Expenditure	Materials and contracts	(7,500)	
External contractor to back fill vacant Manager of Operations	Operating Expenditure	Materials and contracts	(45,000)	
Salary savings for Manager Operations	Operating Expenditure	Employee costs	45,000	
		Payments for property, plant and equipment	(12,515)	
Purchase of slashier attachments for Parks Skidsteer loader	Capital Expenditure			
Reduction in transfer station concrete costs	Operating Expenditure	Materials and contracts	80,000	
Increased hire costs of excavator for waste facility due to compactor repairs	Operating Expenditure	Materials and contracts	(90,000)	
Additional funds required for Waste Financial review	Operating Expenditure	Materials and contracts	(20,000)	
Additional reactive repairs for waste weighbridge	Operating Expenditure	Materials and contracts	(10,000)	
		Revenue from operating activities	92,000	
Additional income for sale of scrap steel	Operating Income			
Transfer to Resource Recovery Reserve due to increase scrap steel sales	Capital Income	Transfer to reserves	(72,000)	
Income from Drainage Headworks fee	Capital Income	Fees and charges	15,000	
Transfer of increase revenue to Drainage Reserve	Capital Income	Transfer to reserves	(15,000)	
		Payments for construction of infrastructure	42,551	
Savings on Male Oval Toilets Renewal	Operating Expenditure			
Transfer to Building Reserve from Male Oval toilet savings	Capital Income	Transfer to reserves	(42,551)	
		Proceeds from capital grants, subsidies and	73,525	
Footpath Development contribution from Roebuck Estate Construction	Capital Income			
Transfer to Footpath Reserve	Capital Income	Transfer to reserves	(73,525)	
		Payments for construction of infrastructure	50,000	
Cable Beach Stage 1 transfers for Monsoonal Vine Thickett boardwalk (CB08)	Capital Expenditure			
		Payments for construction of infrastructure	(50,000)	
Cable Beach Upgrade for Monsoonal Vine Thickett boardwalk	Capital Expenditure			
Amendment for significant development in crossovers expenditure	Operating Expenditure	Materials and contracts	(30,000)	
Consultants costs for review of Weed Management strategy	Operating Expenditure	Materials and contracts	(29,000)	
Reactive at Walcott Street Shire owned property	Operating Expenditure	Materials and contracts	(10,000)	
Rent Increase on 69 Robinson Street	Operating Income	Other revenue	32,500	
Rent decrease due to vacancy 15 Shelduck Way	Operating Income	Other revenue	(22,500)	

**SHIRE OF BROOME
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

BUDGET AMENDMENTS

Savings in preparation of Asset Management Plan	Operating Expenditure	Materials and contracts	10,000		
Allocation for insurance costs at Cemetery	Operating Expenditure	Insurance		(19,183)	
		Payments for property, plant and equipment		(21,600)	
Library building renewal - aircon renewal	Capital Expenditure	Transfer to reserves	21,600		
Transfer to Building Reserve for library building renewal	Capital Income	Materials and contracts		(10,000)	
Broome Visitor Centre breakdown of Fire Indicator Panel	Operating Expenditure	Materials and contracts		(10,000)	(87,619)
Additional painting of Haas Street admin office	Operating Expenditure				
SCM 11 March 2025 C/0325/021					
Walmanyjun Cable Beach Foreshore Redevelopment Stage 2	Capital Income	Proceeds from capital grants, subsidies and contributions	6,106,852		
Walmanyjun Cable Beach Foreshore Redevelopment Stage 2 - Head Contract	Capital Expenditure	Payments for construction of infrastructure		(6,106,852)	(87,619)
OCM 27 March 2025 C/0325/050					
To fund purchase of vehicle for Director of Development and Community	Capital Expenditure	Payments for property, plant and equipment		(70,000)	
Reserve transfer for purchase of vehicle for Director of Development and Community	Capital Income	Transfer from reserves	70,000		
To facilitate RFQ for review of Shire Coastal Hazard and Risk Mgmt plan	Operating Expenditure	Materials and contracts		(15,000)	
Transfer to fund CHRMAP review	Operating Expenditure	Materials and contracts	15,000		(87,619)
OCM 27 March 2025 C/0325/032					
Increase in funding from WA Regional Bikeways Grant - Frederick Street / Port Drive Project	Capital Income	Proceeds from capital grants, subsidies and contributions	398,030		
Increase funding from Roads to Recovery Grant - Frederick Street / Port Drive Project	Capital Income	Proceeds from capital grants, subsidies and contributions	100,000		
Reduce expenditure on BRAC Entry of Frederick St roundabout	Capital Expenditure	Payments for construction of infrastructure	112,500		
Increase expenditure on Frederick Street Footpath Construction	Capital Expenditure	Payments for construction of infrastructure		(610,530)	
Increase in funding from WA Regional Bikeways Grant - Old Broome Road Project	Capital Income	Proceeds from capital grants, subsidies and contributions	30,250		
Increase expenditure on Old Broome Road project	Capital Expenditure	Payments for construction of infrastructure		(100,000)	
Reduce capital expenditure on De Marchi Road Black Spot project	Capital Expenditure	Payments for construction of infrastructure	69,750		
Increase in funding from WA Regional Bikeways Grant - Cable Beach Stage 2 Foreshore Access Path	Capital Income	Proceeds from capital grants, subsidies and contributions	12,375		
Reduce expenditure on Engineering Consultants	Operating Expenditure	Materials and contracts	12,375		
Increase in expenditure for Cable Beach Stage 2 Foreshore Access Path	Capital Expenditure	Payments for construction of infrastructure		(24,750)	(87,619)
ADD IN SNIP ONCE MINUTES PUBLISHED					
			52,029,458	(52,117,077)	(87,619)

10. REPORTS OF COMMITTEES

There are no reports in this section.

11. NOTICES OF MOTION WITH NOTICE
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12. NOTICES OF MOTION WITHOUT NOTICE

13. BUSINESS OF AN URGENT NATURE

14. MEETING CLOSED TO PUBLIC

This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(ii)) as it contains “a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government”.

14.1 TRANSFORMING TOWN BEACH - EXPRESSION OF INTEREST

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EOI25/03
AUTHOR:	Acting Director Infrastructure Services
CONTRIBUTOR/S:	Senior Property and Leasing Officer Senior Procurement & Risk Officer
RESPONSIBLE OFFICER:	Acting Director Infrastructure Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report considers the submissions received for the Transforming Town Beach Expression of Interest and seeks Council's endorsement of proposed path forward.

This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(ii)) as it contains “a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government”.

14.2 RFT24/13 LIGHT/HEAVY PLANT AND MACHINERY MECHANICAL SERVICING AND REPAIRS

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	RFT24/13
AUTHOR:	Manager Waste Services
CONTRIBUTOR/S:	Senior Procurement & Risk Officer Manager Operations
RESPONSIBLE OFFICER:	Acting Director Infrastructure Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report considers the submissions received for RFT 24/13 Light/Heavy Plant and Machinery Mechanical Servicing and Repairs and seeks Council's adoption of the recommendation contained within the attached confidential Evaluation Report.

This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(ii)) as it contains “a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government”.

14.3 RFT24/14 SUPPLY OF PLANT HIRE SERVICES (WET & DRY)

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	RFT24/14
AUTHOR:	Manager Waste Services
CONTRIBUTOR/S:	Manager Operations Senior Procurement & Risk Officer
RESPONSIBLE OFFICER:	Acting Director Infrastructure Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report considers the submissions received for RFT 24/14 Supply of Plant Hire Services (Wet & Dry) and seeks Council's adoption of the recommendation contained within the attached confidential Evaluation Report.

This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(ii)) as it contains “a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government”.

14.4 RFT 25/01 WALMANYJUN CABLE BEACH FORESHORE REDEVELOPMENT - ENTRANCE ARTWORK

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	RFT25-01
AUTHOR:	Special Projects Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Infrastructure Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report considers the submissions received for the Shire of Broome's Request for Tender RFT25-01 for an artist to design and deliver one major and two minor entrance artworks that form part of the Walmanyjun Cable Beach Foreshore Redevelopment and seeks Council's adoption of the recommendation contained within the attached confidential Evaluation Report.

15. MEETING CLOSURE
